

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of June 20, 2019
1001 Partridge Drive, Ventura, California

Chairman Kildee called the meeting to order at 8:32 a.m.

1. Roll Call: The Clerk of the Board called the roll. The following Board Members were present:

Rick Araiza, City of Santa Paula
Mark Austin, City of Fillmore
Jim Friedman, City of Ventura
Laura Hernandez, City of Port Hueneme
Ed Jones, City of Thousand Oaks
Kevin Kildee, City of Camarillo
Bob Nast, Special Districts
Bert Perello, City of Oxnard
William Weirick, City of Ojai

Absent: None

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel; Tina Rivera, Director of Finance; Matthew Baumgardner, Director of Operations; Richard Jones, Water/Wastewater Operations Superintendent; Michael Castro, Senior Management Analyst; Sandy Warren, Management Analyst; Regina Williams, Senior Accountant; and Juliet Rodriguez, Clerk of the Board.

2. Pledge of Allegiance: The Pledge was led by Director Hernandez.
3. Agenda Review:
General Manager Chris Theisen stated that Agenda Item No. 19 was being pulled off of the Agenda; on page 1 under the Consent Agenda, the description should read Consent Agenda (Items 5 through 34); on page 5 under Agenda Item No 31 the Contract No. should read 16-012, not 16-016 on the agenda description and board letter; and on page 35, Exhibit 1 should read "Final" not "Preliminary".
4. Public Comment:
None.

CONSENT AGENDA (Items 5 through 34)

Chair Kildee stated that if any Board Member desired to pull an item off of the Consent Agenda for discussion, this would be the time to do so.

At the request of the Board, the Clerk distributed copies of VRSD Purchasing Resolution 89-13.

5. Approval of Minutes: June 6, 2019 Regular Meeting
6. Approve, and Authorize the Board Chair to Sign, Amendment No. 3 to VRSD Contract No. 14-022 with Camrosa Water District for Wastewater Services to Increase the Total Compensation and Extend the Term
Approved, and authorized the Board Chair to sign, Amendment No. 3 to VRSD Contract No. 14-022 with Camrosa Water District for a total annual compensation amount of \$163,987 (for FY2019-20) and extend the term to June 30, 2022.
7. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-009 with Dragomir Design-Build, Inc. for Storm Water Management Services at the Toland Road Landfill
Approved, and authorized the Board Chair to sign, proposed Contract No. 19-009 with Dragomir Design-Build, Inc. for storm water management services in an amount not to exceed \$75,000 in FY 2019-20.
8. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-010 with Oakridge Geoscience, Inc. for Geologic Mapping, Evaluation, Reporting, Consulting, and Support Services
Approved, and authorized the Board Chair to sign, proposed Contract No. 19-010 with Oakridge Geoscience, Inc. in an amount not to exceed \$25,000 in FY 2019-20.
9. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-011 with Reliance Cleaning Service for Janitorial Services
Approved, and authorized the Board Chair to sign, proposed Contract No. 19-011 with Reliance Cleaning Service for janitorial services in an amount not to exceed \$20,000 in FY 2019-20.
10. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-012 with Biogas Engineering, Inc. for Landfill Gas Engineering Services at the Toland Road Landfill and Closed Landfill Sites
Approved, and authorized the Board Chair to sign, proposed Contract No. 19-012 with Biogas Engineering, Inc. for landfill gas engineering services in an amount not to exceed \$225,000 in FY 2019-20.
11. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-013 with SCS Engineers
Approved, and authorized the Board Chair to sign, proposed Contract No. 19-013 with SCS Engineers for environmental consulting services in an amount not to exceed \$150,000 in FY 2019-20.
12. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-014 with A-Mehr, Inc., for Landfill Engineering Services at the Toland Road Landfill and Closed Landfill Sites

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-014 with A-Mehr, Inc., for landfill engineering services in an amount not to exceed \$225,000 in FY 2019-20.

13. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-015 with Instrument Control Services, Inc. for Controls Related and Electrical Services

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-015 with Instrument Control Services, Inc., for controls related and electrical services in an amount not to exceed \$50,000 in FY 2019-20.

14. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-016 with Chang Environmental, for Groundwater Field Monitoring Services at the Toland Road Landfill and Closed Landfill Sites

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-016 with Chang Environmental, for groundwater field monitoring services in an amount not to exceed \$58,000 in FY 2019-20.

15. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-017 with Rincon Consultants for Safety Audit and Training Services at the Toland Road Landfill

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-017 with Rincon Consultants, for safety audit and training services in an amount not to exceed \$25,000 in FY 2019-20.

16. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-018 with Padre Associates, Inc., for Biological Monitoring Services at the Bailard Landfill

Approve, and authorize the Board Chair to sign, proposed Contract No. 19-018 with Padre Associates, Inc., for biological monitoring services in an amount not to exceed \$10,000 in FY 2019-20.

17. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-019 with Trevor Lindsey for Archaeological Monitoring Services at the Toland Road Landfill

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-019 with Trevor Lindsey, for archaeological monitoring services in an amount not to exceed \$40,000 in FY 2019-20.

18. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-020 with RJR Engineering & Consulting, Inc., for AutoCAD Training and Drone Surveying Services at the Toland Road Landfill

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-020 with RJR Engineering & Consulting, Inc., for safety AutoCAD training and drone surveying services in an amount not to exceed \$25,000 in FY 2019-20.

19. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-021 with Tetra Tech, Inc. for Geographic Information System (GIS) Services

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-021 with Tetra Tech, Inc. for GIS services in an amount not to exceed \$30,000 in FY 2019-20.

20. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-022 with UniFirst Corporation for Uniform and Related Product Supply Services

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-022 with UniFirst Corporation, for uniform and related product supply services in an amount not to exceed \$30,000 in FY 2019-20.

21. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-023 with J.W. Enterprises for Portable Restroom and Related Services

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-023 with J.W. Enterprises for portable restroom and related services in an amount not to exceed \$25,000 in FY 2019-20.

22. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-024 with Vertex Survey, Inc. for Groundwater Contour Mapping Services for Wastewater Facilities

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-024 with Vertex Survey, Inc. for groundwater mapping services in an amount not to exceed \$25,000 in FY 2019-20.

23. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-025 with Pat-Chem Laboratories for Analytical Sampling and Testing Services

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-025 with Pat-Chem Laboratories for analytical sampling and testing services in an amount not to exceed \$25,000 in FY 2019-20.

24. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-027 with Fruit Growers Laboratory, Inc. for Analytical Laboratory Services

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-027 with Fruit Growers Laboratory, Inc. for analytical laboratory services in an amount not to exceed \$100,000 in FY 2019-20.

25. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-028 with Sam Hill & Sons, Inc. for Emergency Repair and Maintenance Services for District Wastewater Clients

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-028 with Sam Hill & Sons, Inc. for emergency repair and maintenance services in an amount not to exceed \$250,000 in FY 2019-20.

26. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-029 with Safety-Kleen Systems, Inc., for Hazardous Waste Disposal and Related Services at the Toland Road Landfill

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-029 with Safety-Kleen Systems, Inc., in an amount not to exceed \$25,000 in FY 2019-20.

27. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-030 with Pirate Staffing, Inc. for Contract Labor Services at the District Solid Waste and Water/Wastewater Facilities

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-030 with Pirate Staffing, Inc., for contract labor services in an amount not to exceed \$322,500 in FY 2019-20.

28. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-031 with Horizon Air Measurement Services, Inc., for Air Quality Emissions Testing Services for the Toland Road and Coastal Landfill Flares

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-031 with Horizon Air Measurement Services, Inc., for air quality emissions testing services in an amount not to exceed \$40,000 in FY 2019-20.

29. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-032 with RES Environmental, Inc., for Landfill Surface Emissions Monitoring Services at District Landfill Sites

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-032 with RES Environmental, Inc., for landfill emissions monitoring services in an amount not to exceed \$40,000 in FY 2019-20.

30. Approve, and Authorize the Board Chair to Sign Amendment No. 2 to VRSD Contract No. 17-013 with FTI Services, Inc. for Information Technology Services

Approved, and authorized the Board Chair to sign, Amendment No. 2 to VRSD Contract No. 17-013 with FTI Services for Information Technology (IT) services.

31. Approve, and Authorize the Board Chair to Sign Amendment No. 3 to Contract No. 16-016 with Chris Theisen, Employment Agreement for General Manager

Approved, and authorized the Board Chair to sign, Amendment No. 3 to Contract No. 16-012 with Chris Theisen for District General Manager in a salary amount not to exceed \$216,351 per year.

32. Approve, and Authorize the Board Chair to Sign, Proposed Contract No. 19-033 with Aqua-Metric Sales Company for Software Support and Maintenance Services

Approved, and authorized the Board Chair to sign, proposed Contract No. 19-033 with Aqua-Metric Sales Company (Aqua-Metric), for software support and maintenance services in an amount not to exceed \$79,604 in FY 2019-20.

33. Approve, and Authorize Staff to Sign, Proposed Purchase Order to Bell Trucks America, Inc. for a New Bell B30E Off-Road Rock Truck for Use at the Toland Road Landfill

Approved issuance of Purchase Order No. 2790 to Bell Trucks America, Inc. for a new Bell B30E off-road truck in an amount not to exceed \$393,055.

34. Approve, and Authorize Staff to Sign, a Proposed Purchase Order to Quinn Company for a New Caterpillar 336F Excavator for Use at the Toland Road Landfill

Approved issuance of Purchase Order No. 2791 to Quinn Company for a used Caterpillar 336F Excavator in an amount not to exceed \$292,625.08.

It was moved by Director Weirick, seconded by Director Jones, to approve the Consent Agenda, as amended. VOTE: Araiza, Austin, Friedman, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0.

REGULAR AGENDA (Items 35 through 36)

35. Public Hearing Regarding the Collection of Malibu Bay Club Sewer Service Charges Through the County Tax Rolls

Tina Rivera, Director of Finance, gave the presentation.

Chair Kildee opened the Public Hearing at 9:07 a.m. and with no one wishing to speak, closed the hearing.

It was moved by Director Jones, seconded by Director Perello, to amend the title of Attachment 1: Exhibit A Parcel Listing from 'preliminary' to 'final' and adopt Attachment 1 which has the assessor's parcel numbers and the corresponding amount of charges proposed for collection on the tax rolls; and adopt VRSD Resolution No 19-02 Regarding Collection of Sewer Service Charges by the County of Ventura; and direct staff to file a certified copy of the adopted reports and resolution with the Ventura County Auditor-Controller; and direct staff to coordinate collection of sewer service charges on the general Ventura County tax rolls with the County Auditor-Controller, Assessor, and Tax Collector, and to submit to the Auditor-Controller all required forms and data needed to place direct assessments on the tax roll. VOTE: Araiza, Austin, Friedman, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0.

36. Approval of Proposed VRSD Resolution 19-04 Superseding and Replacing VRSD Resolution 19-01 and Authorizing Staff to Amend Appropriations and Approve All Purchase Orders and Contracts Related to Reimbursable Services Provided by the District

Tina Rivera, Director of Finance; gave the presentation.

It was moved by Director Friedman, seconded by Director Weirick, to approve VRSD Resolution 19-04. VOTE: Araiza, Austin, Friedman, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0.

INFORMATION ITEMS (Items 37 through 40)

37. Revenue and Expense Report: None

38. Disbursement Report: May 2019
39. Investment Report: May 2019
40. Future Meetings: Seminars and Conferences
 - ♦ July 2, 2019, 8:30 a.m. – P&F Committee Meeting
 - ♦ July 4, 2019, 8:30 a.m. – Regular Board Meeting (Cancelled due to Holiday)
 - ♦ July 18, 2019, 8:30 a.m. – Special Board Meeting (former Bailard Landfill)
 - ♦ July 18, 2019, 10:15 a.m. – VCREA Board Meeting (City of Ventura-City Hall)
 - ♦ No regular meetings scheduled for August

Due to the July 4th Holiday, the P&F Committee Meeting for July 2nd was cancelled. The P&F Committee will hold a Special Meeting on July 16, 2019 at 8:30 a.m.

It was moved by Director Weirick, seconded by Director Perello, to receive and file the information items. VOTE: Directors Araiza, Austin, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0.

ORAL REPORTS (Items 41 through 44)

41. Regulatory Compliance Report

None.

42. Committee Reports

None.

43. Board Member Comments

None.

44. General Manager Comments

Mr. Theisen gave an update on the Conditional Use Permit for the Toland Road Landfill. He informed the Board that Triunfo Sanitation District was changing the District's name effective July 1st to Triunfo Water & Sanitation District; VRSD Board Members will be touring the Toland Road Landfill on either Monday, June 24th or Wednesday, June 26th; and the next VRSD Board Meeting will be held at the former Bailard Landfill site.

ADJOURNMENT: With no further business, the meeting was adjourned at 9:22 a.m. to the Ventura Regional Public Facilities Corporation meeting held immediately following at the Ventura Regional Sanitation District office.

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

Kevin Kildee, Chair
Ventura Regional Sanitation District

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