

**Minutes of the Regular Meeting of
the Board of Directors of the Aromas Water District
March 26, 2019**

- I. CALL TO ORDER.** The regular meeting of the Board of Directors of the Aromas Water District was called to order by President Smith on Tuesday, March 26, 2019 at 7.00 p.m. at the District office located at 388 Blohm Ave, Aromas, California.
- II. ROLL CALL.** President Smith, Vice President Holman and Directors Norton, Leap and Dutra were present. Also in attendance were General Manager Robert Johnson, Management Consultant Morris, Board Secretary Louise Coombes as well as Staff Ester Girõn and Naomi Bowman. Counsel Bob Bosso was absent.
- III. PLEDGE OF ALLEGIANCE.** Director Leap led the pledge of allegiance.
- IV. STATEMENTS OF DISQUALIFICATION.** There were no disqualification statements.
- V. ADDITIONS AND DELETIONS.** There were no additions or deletions to the Agenda.
- VI. MINUTES.** The minutes of the February 26, 2019 Board Meeting were presented for review and approval; there were no corrections or comments. Director Leap moved for approval of the minutes and Director Norton seconded. Minutes were unanimously approved with all Directors present.
- VII. ORAL COMMUNICATION.** There were no public comments.

VIII. REPORTS/PRESENTATIONS

- A. Director's Reports.** President Smith, Director Leap and GM Johnson recently met with SBC Supervisor Anthony Bothelo and discussed the projects at the designated nodes on Highway 101. Supervisor Bothelo explained the current status of the nodes, especially those which will directly affect the Aromas Water District, and where the District's water mains are located in relation to the proposed projects. Director Norton, who has attended some of the San Benito County meetings, explained that there are no plans submitted for the Highway nodes. Currently, the County is proposing changing the zoning to match the general plan adopted some years ago.
- B. Attorney's Report.** In Counsel Bosso's absence, he sent an email with recent information on current cases. the State Supreme Court declined to hear the Glendale case, regarding the tiered rates, which means that the original court ruling still applies.

There is potential new legislation that may require even short term staff to be covered by PERS as a result of the Cargill case which held that the Metropolitan Water District had to provide PERS to anyone who worked for the District other than a very temporary person.

C. Manager's Report

OPERATIONS

No additional meters have been installed in February so the total number of meters remains at 957 on 902 parcels. All water testing continues to be both, filed on time and represent satisfactory negative results.

Production & Well Levels

GM Johnson reported total production, in February 2019 is just over 4.1 million gallons; the daily average at 147,378 gallons. Carpenteria Well pumped almost two thirds of the total production, thereby using the solar field for power, ensuring the power bill for February remains low. To date this calendar year, total production is 8.982 million gallons.

Reporting on the well levels shows that Carpenteria Well is up one foot, San Juan Well is up two feet, Marshall Well is down two feet and Aimee Meadows Well is up one foot.

Incidents

There were no incidents to report this month.

ADMINISTRATIVE

Staff & Board Recognition

GM Johnson welcomed the new Customer Services Representative, Naomi Bowman, who attended the Board meeting. CSR Bowman is learning quickly and engaging well with the customers during her training.

GM Johnson continues to remind the Board that AC Giron and ASO Coombes are keeping everything running smoothly whilst CSR Bowman is being trained.

GM Johnson gave credit to CO DeAlba who is working very hard to keep the system running smoothly. Operator Sanchez is currently unavailable due to studying for advanced Water Operator qualifications. In the mean time the District has hired a part-time intern, Shaun Smith, for three days per week, who has been doing a good job. He is also working at the Santa Clara Water District on a part-time internship which ends around mid April, at which point he could work at the Aromas Water District five days per week.

GM Johnson held a staff meeting on February 6, 2019, to welcome the new employees and discuss plans for celebrating the District's 60th Anniversary.

Conservation & Rainfall

According to the rain gauge at Chittenden, since the beginning of the rain year, October 1, 2018, 22.56" has been recorded including the reading for today, with 3.2" falling in March.

Projects

Annexation on Cole Road

Continues to move forward; an agreement similar to the Eilert agreement from PVWMA which will be presented to the Board in April's packet. Once this is approved, the application for LAFCO can be recorded with the County Clerk; then it can be included on a future LAFCO Agenda.

Rate Study Request for Proposal

GM Johnson reported that a considerable amount of data was sent to Mr Paveltic earlier in March. GM Johnson will soon contact Mr Paveltic for an update.

60th Anniversary Celebration

GM Johnson mentioned that there is already a banner outside the front of the office to begin the celebrations. GM Johnson indicated there is likely to be a celebration at the Board meeting in July 2019 as this is the month the District became incorporated in 1959.

- D. Correspondence.** GM Johnson indicated the progression of the correspondence regarding both the rate study and the tank cleaning proposals.

IX. ACTION ITEMS

A. Consider adopting the updated Resolution 2019-02 for the Identity Theft Prevention Program

This Resolution brings current the practices in place for The Identity Theft Prevention Program, (aka the Red Flag Rule). A redlined version was supplied to the Board to show the recent amendments, which are an ongoing review process as practices at the District change.

Director Norton moved to adopt the revision to the Identity Theft Prevention Program detailed in Resolution 2019-02. The motion was seconded by Vice President Holman. There was no discussion. The Resolution 2019-02 to update the Identity Theft Prevention Program was unanimously adopted with all Directors present.

B. Consider Adoption of a District Legislative Advocacy Policy.

GM Johnson summarized the goals, and need, for a Legislative Advocacy Policy for the Board, especially on issues directly related to, or may have an impact on, the District. Legislative involvement is becoming critical with the increasing complexity of water related legislation that the District may want to support, or oppose.

Vice President Holman questioned the impact our small District would have at the State level. Director Norton indicated that our voice would be added to others. At a recent event, Director Norton met Senator Monning and discussed the impact of the water tax senate bills on small Districts such as ours. It is possible that a member of his staff may be willing to come to the District to explain the Bill in greater detail, should the Ad-Hoc Committee so desire. President Smith supports becoming more educated and being more aware of the direction of influential legislation.

Director Norton moved to adopt the District Legislative Advocacy Policy with the modification of "Standing Committee" to "Ad-Hoc Committee". The motion was seconded by Director Leap. The adoption of the District Legislative Advocacy Policy was unanimously adopted with all Directors present.

President Smith appointed the Ad Hoc Committee, consisting of GM Johnson, Directors Norton and Leap.

C. Consider Approving the Water Tank Cleaning recommendation

GM Johnson provided a tabulated comparison of the five proposals received for cleaning and inspection of six of the Districts water storage tanks, performed on a triennial cycle. Potable Divers Inc satisfactorily performed the previous cleaning and inspection three years ago.

Director Holman moved to engage Potable Divers Inc to perform the tank cleaning and inspection. The motion was seconded by Director Norton. There was no discussion. The engagement of Potable Divers was unanimously approved with all Directors present.

D. Financial Reports for the month of February 2019

The total revenue for December was \$66,050.20; Total expenditures were \$72,048.98 between February 21 and March 20, 2019.

On the **Balance Sheet**, *Total Assets / Liabilities & Equity* are \$11,656,093.75, of which *Total Current Assets* are \$4,399,173.16, and *Total Fixed Assets* are \$7,067,639.79. In *Liabilities*, the *Total Current Liabilities* are \$224,223.11, *Long Term Liabilities* are \$4,862,902.12.

In the **P&L Report**, *Water Revenue* for February was \$64,020.30 as compared to the budgeted \$65,000.00. One connection is expected before the end of the Fiscal Year, with four more in the following Fiscal Year.


In the **Monthly Expenditures**. Director Dutra enquired whether the amount for J A Fencing was the total. GM Johnson clarified that this is the second payment, so the total cost was just over \$10,000.

Director Dutra moved to adopt the Financial Reports as presented; seconded by Director Leap. The Financial Reports were unanimously accepted with all Directors present.

X. FUTURE MEETINGS & AGENDA ITEMS. The next meeting will be on Tuesday, April 23, 2019.

XI. ADJOURNMENT. President Smith adjourned the meeting at 7:55pm until Tuesday, April 23, 2019.

Read and approved by: 
President, Richard Smith

Attest: 
Board Secretary, Louise Coombes

Date: 4/23/19

Date: April 23rd, 2019

