

Minutes of the Regular Meeting of the Aromas Water District Board of Directors January 24, 2023

- I. CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by President Morris on Tuesday, January 24, 2023, at 7:00 p.m. in a hybrid setting; attendees were present both in the Board Room and online via Zoom.
- II. ROLL CALL.** President Morris, Vice President Holman, and Directors Norton, Powers and Capron were present; also present was General Manager Johnson. Counsel Bosso attended via Zoom.
- III. PLEDGE OF ALLEGIANCE.** Director Norton led the pledge of allegiance.
- IV. STATEMENTS OF DISQUALIFICATION.** There were no disqualification statements.
- V. ADDITIONS AND DELETIONS.** GM Johnson indicated that the closed session scheduled for the end of this meeting would not be necessary since there was no new information to present.
- VI. MINUTES.** The minutes of the December 22, 2022, Board Meeting were presented for review and approval. Vice President Holman moved for approval of the minutes as presented; Director Powers seconded. Minutes were unanimously approved with Directors Holman, Morris, Norton, Powers and Capron present.
- VII. ORAL COMMUNICATION.** There were no public comments.
- VIII. CONSENT CALENDAR.** The Consent Calendar consisted of three resolutions (#2023-01, #2023-02, and #2023-03) and was approved via roll call vote.

IX. PRESENTATIONS & REPORTS

- A. Presentation of Board Member Service Awards.** Board Service Awards (Resolutions #2023-01, #2023-02, and #2023-03, were presented to outgoing Board members Richard Smith, Jim Leap, and Marcus Dutra respectively.
- B. Director's Report(s).** There were no official reports from the Directors. However, Director Norton and Director Capron mentioned subjects that they would like to see on future agendas.
- C. Attorney's Report.** Counsel Bosso reported there was nothing new in case law this month, although there may be something new coming soon, though it is for districts with over 1,000 customers.

D. Manager's Report:

OPERATIONS & MAINTENANCE

Production & Well Levels

Total production in December 2022 was 5,199,487 gallons; 12% lower than the December average. This is 19% less than production in 2013 and 21% less than production in 2009. The daily average production was 167,725 gallons.

The District has 972 total connected meters.

San Juan Well was used the entire month, Carpenteria well was used all but one day this month, and Pleasant Acres well was not used at all. All water testing reports were filed on time and showed satisfactory results.

Operational well levels: Carpenteria and San Juan wells were both up four feet. Observational wells: Marshall Well was up 13 feet and Aimee Meadows was up three feet.

INCIDENTS

An incident occurred on January 13th, when a leak was detected off of Seely Avenue. Staff and contractor West Valley remedied the situation within a few hours, though it seems the leak had been ongoing for about 30 hours; the estimated water loss is approximately 93,000 gallons.

ADMINISTRATIVE

Staff & Board Recognition

ASO Coombes left the District as of January 11, 2023.

WUSp Girõn and Operator Smith are working on a Valve Marking and Exercising Program. This program will establish clear markings for system valves, as well as exercise all the system valves. This program has been put on hold due to weather conditions.

CO DeAlba and Operator Smith worked with West Valley to complete the repair off of Seely Avenue. GM Johnson has been in contact with ACCF representatives regarding the negotiation of a purchase price for a permanent easement at the Aromas Community Park. If secured, a test well will be drilled to determine if the site is an acceptable well site.

Conservation & Rainfall

The beginning of the new rainfall year was on October 1, 2022. Since then 23.52 inches of precipitation has been recorded by the rain gauge at Chittenden Pass, with 8.48 inches falling in December.

PROJECTS

Response to COVID-19

Governor Newsom is calling for the COVID Emergency to end in February 2023.

Orchard Hill Road proposed annexation progress

The group of residents is working to define the area that would be included in the annexation. GM Johnson met with financial advisors to develop a strategy the group could use to move the project forward. There is a probability that a public meeting will take place in 2023 for those residents interested and/or uncertain. Water delivery will be stopped in October 2023 should no further progress be made.

Cole and Rocks Road Annexation

As the process is now complete, customers can start being connected, beginning with those who have been waiting the longest and have already paid their fees.

New Water Source

GM Johnson and Director Holman met with representatives of the Aromas Community Center Foundation Park (ACCF) to discuss purchasing a permanent easement for the new well site; there was no new news from the January 19th meeting of the ACCF group.

Salary Restructuring Request

Staff have requested that a salary survey be conducted to compare salaries for comparable roles at similar Districts, with a view towards salary restructuring. GM Johnson and the Ad-Hoc Committee will meet in February to complete the work needed.

- E. Correspondence:** GM Johnson went through the monthly correspondence and answered questions regarding specific items. Questions arose regarding the numerous items related to the ACCF Community Park and their request for fire hydrant statistics.

Also discussed were Cole Road annexation connection timings.

X. ACTION ITEMS

A. Consider receiving an update on the Board Member Training Plan.

GM Johnson presented a summary of the history of the development of the Board Member Training Plan. A listing of required trainings was discussed, along with other training class and conference opportunities that were mentioned for further consideration as the District moves forward.

It was proposed that at the February meeting, training begin with the required "AB 1234" (Ethics) course.

The item was approved by consensus.

B. Consider discussing Director Norton's request for the District to join the San Benito County Business Council.

The Board discussed this matter, Director Norton proposed a motion which, after not getting a second, was then tabled by Director Powers until next month's meeting.

C. Financial Reports for the Month of December 2022

Total Assets / Liabilities & Equity are \$16,501,255.01. In the P&L Report, Revenue for December was \$245,869.09. Total Expenditures were \$132,822.40 between December 14 to January 17, 2023.

On the graphical representation of the Profit and Loss statement, December's revenue was 8.2% higher than year-to-date budgeted revenue. December's Expenditures were 2.3% higher than year-to-date budgeted expenditures.

Director Norton moved to adopt the Financial Reports as presented; seconded by Director Holman. With Directors Holman, Morris, Norton, Powers and Capron present, the Financial Reports were unanimously adopted.

XI. FUTURE MEETINGS & AGENDA ITEMS.

The next meeting date will be Tuesday, February 28, 2023, at the District office. Future agenda items will possibly include a revisit of the tabled item regarding the District joining the San Benito County Business Council, a Budget Revision, and the first training session of this new Board lineup.

Also, Director Capron (in the Director's Report section) mentioned a desire to, at some point, discuss the philosophy of how the District adds customers. This could be part of an upcoming Strategic Plan discussion.

Lastly, Director Norton restated his desire to look into the benefits of electrification of the District fleet.

XIV ADJOURNMENT. President Morris adjourned this meeting at 8:17pm.

Read and approved by: V. Morris
President, Vicki Morris

Date: 2/28/23

Attest: R. Johnson
Board Secretary, Robert Johnson

Date: 2/28/23