

Minutes of the Regular Meeting of
The Board of Directors of the
Aromas Water District
January 25th, 2011

I. CALL TO ORDER:

The regular meeting of the Board of Directors of the Aromas Water District was called to order by President Holman on Tuesday, January 25th, 2011 at 7:00 p.m. at the District Office located at 387 Blohm Ave, Aromas, CA.

II. ROLL CALL:

Pres. Holman, Vice President Mahler, Directors Dutra, Huggins and Borchard were present. General Manager Vicki Morris, Counsel Bob Bosso, staff Maureen Cain and Laurie Goodman were also present.

III. PLEDGE OF ALLEGIANCE: Pres. Holman led the pledge of allegiance.

IV. STATEMENTS OF DISQUALIFICATION: There were no disqualification statements

V. ADDITIONS AND DELETIONS: There were no additions or deletions.

VI. MINUTES: The minutes of the December 21st, 2010 Regular Meeting were presented for acceptance and approval.

Director Huggins moved and Vice Pres. Mahler seconded that the minutes be approved. Approval was unanimous.

VII. ORAL COMMUNICATION: None

VIII. PRESENTATIONS

A. Director's Reports:

President Holman announced that he attended the Special District's quarterly meeting last week with GM Morris. There was a presentation by Transportation Agency for Monterey County (TAMC) and their current projects. He also inquired if any directors had visited the office as recommended by our auditors. None had been able to do so, but there was discussion about it as a good practice for documenting District office procedures such as handling cash, processing payments and similar tasks reviewed in our annual audit. V. Pres. Mahler stated that she would come in next month. Director Borchard will also try to come in. In addition, she would like to have a tour of our facilities.

B. Attorney's Report: None

C. Manager's Report:

Operations: Production is normal for this time of year and all sampling has come back non-detect for coliform, iron and manganese. Production for 2010 was lower than it has been for the past ten years. It is most likely due to a combination of factors included the cool summer, number of foreclosures, and conservation efforts. GM Morris was voted to a position on the PVWMA ad hoc Basin Management committee, a two year commitment. She thanked Pres. Holman for his efforts and phone calls in support of her position. Projects: *Carr Tank and Carr Booster Station* are fully operational. There was a major failure the day after Christmas caused by untightened bolts at the new pumping facility. Repairs were made by MPE and the building is completed. SCADA is now operating for the first time from the Carr Tank and Pump Station. The District will be discussing liquidated damages with MPE. The *New Office Building* CEQA for the USDA loan is progressing with the biological assessment done and just a few observations to be completed in the spring. GM Morris is applying to one other lender who insisted that he could find the right kind of funding. *Oakridge/Via del Sol* CEQA initial study and notice of decision will be completed in March. It should be straight forward since the project area is, for the most part, previously disturbed. *San Benito County Sphere of Influence Amendment* will be considered at the January 27th, 2011 meeting of S.B. LAFCo. GM Morris has talked with all of the commissioners and Chris Mann, from Graniterock so that everyone understands our intentions and

purpose of the Sphere Amendment. Engineering for the *Caltrans Pipe Relocation* for AWD lines on San Juan Rd. and Marilyn Lane is complete, but work is not ready to bid. Staff is working on a categorical exemption for the *Carpenteria Well Replacement*. Design engineering for the project is progressing. Staff: GM Morris has passed her Treatment-1 license certification. We have a young man, Chris Freel, volunteering a few hours a month in hopes of getting experience and a letter of recommendation from us to become a water operator for a District such as ours. He has taken courses at a local junior college and is working on certifications. GM Morris is arranging for workmen's compensation insurance and a volunteer agreement for his involvement with the District.

IX. ACTION ITEMS

A. Financial Report: GM Morris went over the financials for the month of December 2010. Income for December was \$80,977.21 which includes taxes received. Total assets amount to over \$6,500,000. President Holman reviewed the payments from December 14th 2010 to January 18th, 2011. Expenses totaled \$148,443.93 and included the quarterly loan payment and a progress payment to MPE.

GM Morris gave a presentation on Internal Controls to review office procedures for employee credit card use. Credit cards are issued only to employees who need to make frequent purchases for the District. Monthly statements must be matched up with receipts submitted by employees. The District also has charge accounts for Orchard Supply, Home Depot and the Firehouse Market. GM Morris answered Directors questions on a bill for truck repairs and what types of memberships we pay. Operator DeAlba's truck needed brake work and memberships include the increased cost to be regulated by the CDPH. Counsel Bosso explained that most State regulatory agencies are now forced to be self-supporting and are raising their fees.

President Holman moved to accept the financials. Director Huggins seconded and they were approved unanimously as presented.

X. ADJOURN TO CLOSED SESSION. Board adjourned to closed session at 7:40 pm.

XI. RETURN TO OPEN SESSION: The meeting returned to open session at 7:45. Counsel Bosso brought directors up to date on pending litigation and trial is still set for February 28th, 2011.

XII. FUTURE MEETINGS & AGENDA

The next Regular Meeting will be Tuesday, February 22nd, 2011 at 7:00 pm. The agenda will include review of the District Personnel Policy Handbook. The location will be at the District Office at 387 Blohm Avenue.

XIII. ADJOURNMENT

President Holman adjourned the meeting at 7:46 pm.
Report submitted by Laurie Goodman, Board Secretary

Date: February 22nd, 2011

Read and approved by:

Director

Attest: _____

Board Secretary