

**Minutes of the Regular Meeting of
the Aromas Water District Board of Directors
May 25, 2021**

- I. CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by President Leap on Tuesday, May 25, 2021 at 7:00 p.m. online via Zoom.
- II. ROLL CALL.** President Leap, Vice President Morris and Directors Dutra, Holman and Smith were present. Also in attendance were General Manager Johnson, Counsel Bosso and Board Secretary Coombes.
- III. PLEDGE OF ALLEGIANCE.** President Leap led the pledge of allegiance.
- IV. STATEMENTS OF DISQUALIFICATION.** There were no disqualification statements.
- V. ADDITIONS AND DELETIONS.** There were no additions to, or deletions from, the Agenda.
- VI. MINUTES.** The minutes of the April 27, 2021 Board Meeting were presented for review and approval. Vice President Morris moved for approval of the minutes once a correction to a date on page 3 was made. Director Holman seconded. Minutes were unanimously approved by roll-call vote with all Directors present.
- VII. ORAL COMMUNICATION.** There were no public comments.

VIII. REPORTS/PRESENTATIONS

- A. Director's Report(s).** Vice President Morris reported that she and Director Smith and GM Johnson met as the Ad Hoc Budget Committee again this month to re-review the Capital Budget and review the Expense Budget to be presented later in this meeting.
- B. Attorney's Report.** Counsel Bosso reported that AB339, requiring the District to provide translation services for meetings, has not progressed at this time. AB 361 is a new bill that allows for virtual meetings in order to declare an emergency.
- C. Manager's Report**

OPERATIONS

Production & Well Levels

GM Johnson reported total production in April 2021 was 8,538,065 gallons, with a daily average of 284,602 gallons per day. The stacked graph demonstrates that the amount of water pumped in April alone represents 33% of the annual total so far.

There are a total of 967 meters connected. All water testing continues to be both filed on time and represent satisfactory results.

Reporting on well levels; Carpentaria Well is down six feet and San Juan Well is down five feet. The observational level for Marshall Well is down four feet and Aimee Meadows Well is down five feet.

MAINTENANCE

Preventative maintenance of chlorine chemical pump and analyzer, as well as the Generac generator monthly fifteen minutes load test continues.

INCIDENTS

On May 10, 2021, a customer called in to report a leak on Carr Avenue. Although the leak was primarily on the customer side, it was noticed that the shut-off on the District side had been sheared off by an unknown party (this has now been replaced). WO Smith and GM Johnson worked hard to resolve the leak and resume water service by 5pm on the same day. CSR Bowman responded quickly and efficiently to around 45 customer calls on the matter.

ADMINISTRATIVE

Staff & Board Recognition

CSR Bowman, WUSp Giron and GM Johnson continue to refine the effectiveness of the billing process during the time that the office is closed to the public. Currently, the focus is on the establishment of new customers going through the annexation process.

ASO Coombes completed the annual Water Quality Report (CCR) and will be sending it out to around two-thirds of our customers via email this year; the remainder will be mailed as usual. Emailing the customers reduces both the printing and mailing costs.

ASO Coombes has also completed and submitted the annual DRINC report ahead of the deadline in mid-May; several new and amended sections required additional effort this year.

ASO Coombes completed all the requirements for the triennial Transparency Award and submitted it well ahead of the November deadline.

WUSp Giron continues to improve and refine the Operations processes with a view to transitioning from paper to tablets.

Operator Smith has been handling all the maintenance tasks in the absence of CO DeAlba; Operator Sanchez has been temporarily hired part-time to assist as well as cover on-call hours as he has worked for the District several times in the past and has familiarity with our system. This arrangement will continue through some of CO DeAlba's recovery time.

Conservation & Rainfall

Since the beginning of the new rainfall year on October 1, 2020, and up to April 20, 2021 there has been a total of 9.82" to the date of this meeting. This is an exceptionally dry year compared to 16.72" that fell last year. Director Smith asked how the declaration by the State of 41 counties now experiencing a drought emergency will affect the District. Of the two counties in which the District is located, one is and one is not included in those 41. GM Johnson said that he will be looking to the counties and State to determine if we need to provide a drought warning to our customers and request reduced consumption.

Projects

Response to COVID-19 Virus

GM Johnson continues to monitor the changing pandemic parameters; the State intends to open public locations on June 15, 2021. The recent rearrangement of office furniture will provide more distance between customers and staff.

Technology Upgrade - SCADA

GM Johnson reported that the District's XiO website has been undergoing some updates since the new portions have been added, enabling further remote control of the system by the Operations staff. GM Johnson intends to provide a short demonstration of this to the Board in the near future.

Orchard Hill Road Proposed Annexation

GM Johnson spoke with Mr. Bennet and the former City Manager of San Juan Bautista who have committed to pay for the engineering scope evaluation, and GM Johnson has instructed the engineers to begin this work.

Cole Road Outreach for Annexation

GM Johnson explained that twenty six letters were mailed to the owners of parcels flanking the District's main line on Cole Road, with a response deadline of May 18, 2021. Of those twenty six, around half responded and approximately one quarter are interested in annexation/connection. More detail and a map will be provided at the next meeting.

Correspondence: GM Johnson highlighted those items related to questions on the Outreach Questionnaire.

IX. CONSENT CALENDAR

A. Consider adopting Resolution 2021-05 and 2021-06, Levying of Assessment Tax for Oakridge/Via Del Sol and Orchard Acres.

A motion was made by Director Dutra to adopt Resolutions 2021-05 and 2021-06 Levying of Assessment Tax for Oakridge/Via Del Sol and Orchard Acres as presented, seconded by Director Holman. The Resolutions 2021-05 and 2021-06 were unanimously adopted by roll-call vote with all Directors present.

X ACTION ITEMS

A. Review Marshall Well Technical Memorandum dated July 2016

GM Johnson provided the report presented to the Board in 2016 regarding the feasibility of utilizing Marshall Well as an additional water source. The writer of the report, Martin Feeney was present at the meeting for the Board to ask questions. Advantages of this site are that the District already owns the site which has enough space to build a treatment plant for the removal of iron and manganese as well as a new Operations shop. There is also a possibility of purchasing adjacent land for the installation of a solar field. The recommendation is to replace the old well by drilling a well deeper into the Purisima.

Mr. Feeney answered questions regarding the depth of the new well and suggested that it is not necessary to go to a depth of 1000 feet. Nearby wells at 500 feet are producing adequately as long as they are well into the Purisima. He strongly advised that bringing the existing well back into service would not be a viable option.

Directors Smith, Morris and Holman are keen to move forward with getting a new well in production as soon as feasible, with the addition of a treatment plant to remove likely iron and manganese.

A motion was made by Director Dutra to pursue taking local samples from nearby, younger and deeper, agricultural wells for testing; depending on the results engage the engineers to find out the cost of a treatment plant, and to seek adequate financing, seconded by Director Smith. The action was unanimously approved by roll-call vote with all Directors present.

B. Consider adopting the Proposed Capital Budget for \$431,240 for Fiscal Year 2021-2022

The Capital Budget was reviewed once more by the Ad-Hoc Budget Committee for presentation to the Board, however, no changes were made.

Director Holman moved to approve the Capital Budget for FY 2021-22 as presented; seconded by Vice President Morris. The Capital Budget was unanimously adopted by roll-call vote with all Directors present.

C. Consider adopting the Proposed Expense Budget for \$812,600 for Fiscal Year 2021-2022

The Expense Budget was reviewed by the Ad-Hoc Budget Committee for presentation to the Board.

Vice President Morris moved to approve the Expense Budget for FY 2021-22 as presented; seconded by Director Smith. The Expense Budget was unanimously adopted by roll-call vote with all Directors present.

D. Financial Reports for the Month of April 2021

On the Balance Sheet, Total Assets / Liabilities & Equity are \$11,018,823.78, of which Total Current Assets are \$4,690,460.30, and Total Fixed Assets are \$6,187,424.48. In Liabilities, the Total Current Liabilities are \$226,055.93 and Total Liabilities are \$4,471,770.82.

In the P&L Report, Water Revenue for April was \$118,585.15. Total Expenditures were \$141,869.79 between April 20 through May 18, 2021.

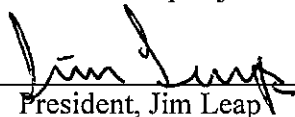
Director Smith moved to approve the Financial Reports as presented; seconded by Vice President Morris. The Financial Reports were unanimously approved by roll-call vote with all Directors present.

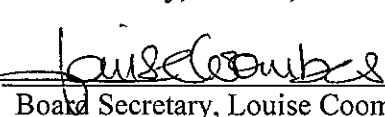
XI. FUTURE MEETINGS & AGENDA ITEMS. The next meeting will be on Tuesday, June 22, 2021.

With impending reduction in COVID regulations for California, the Board discussed the possibility of meeting in person next month; Director Holman is strongly in favor. Counsel Bosso mentioned that other Districts are holding in-person meetings for the Board only, with a virtual audience in attendance. However, the technicalities to make speech from all parties clear, can be challenging.

GM Johnson will provide an update on the Cole Road Outreach Project (CROP), plus an update on progress with the new well project. Vice President Morris requested information on the new boundary for Pajaro Valley post the SGMA meetings which could have an effect on our augmentation fees for customers.

XII. ADJOURNMENT. President Leap adjourned the meeting at 9:05pm until Tuesday, June 22, 2021.

Read and approved by: 
President, Jim Leap

Attest: 
Board Secretary, Louise Coombes

Date: 6-30-2021

Date: June 30, 2021

