

**Minutes of the Special and Regular Meetings of the
Aromas Water District Board of Directors
July 22, 2025**

- I. **CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by Vice-President Powers on Tuesday, July 22, 2025, at 7:00 p.m. Attendees were present in the Aromas Water District Board Room and on Zoom.
- II. **ROLL CALL.** President Capron, Directors Norton, Morris and Holman were present in the Aromas Water District Board Room along with General Manager Johnson; Counsel Quinn attended via Zoom. Vice-President Powers was absent.
- III. **PLEDGE OF ALLEGIANCE.** President Capron led the pledge of allegiance.
- IV. **STATEMENTS OF DISQUALIFICATION.** There were no statements of disqualification.
- V. **ADDITIONS AND DELETIONS.** There were no additions or deletions.
- VI. **PUBLIC COMMENT.** There was no public comment.
- VII. **MINUTES.** The minutes of the June 24, 2025, Regular Board Meeting were presented for review and approval. Director Holman moved for approval of the minutes; Director Norton seconded. Minutes were unanimously approved by the Directors present.

VIII. PRESENTATIONS & REPORTS

A. Director's Report. Director Norton inquired about the Statements of Disqualification on the Meeting Agenda. Result of discussion was to remove that portion of the Agenda.

B. Attorney's Report. In response to Director Norton's inquiry last month, Counsel indicated that this can be a challenging subject, though it should be made clear who speaks for the District, so some policies may need to be put in place.

C. Manager's Report:

OPERATIONS & MAINTENANCE

Production & Well Levels

Total production in June 2025 was 10,670,733 gallons; roughly 15% higher than May's production, and 10% lower than June's average production. The average daily production was 355,691 gallons.

The District has 978 total connected.

Carpenteria and Pleasant Acres wells were operated for 30 days. San Juan well was turned on briefly to help facilitate the repair process. All water testing reports were filed on time.

Operational well levels: Carpenteria well water level decreased two feet, while San Juan well water level showed a decrease of eight feet. **Observational wells:** The Marshall well level showed a decrease of three feet from last month, and the Aimee Meadows well reading showed a decrease of six feet from the previous month.

INCIDENTS

None for this month.

ADMINISTRATIVE

Staff & Board Recognition

GM Johnson reported on the following staff activities: 1) Management Analyst (MA) Girõn, and Accounting Clerk (AC) Hill continued their preparation efforts for the District Financial Audit, 2) Chief Operator DeAlba and Operator Smith continued to work on getting the San Juan well back online, 3) Operator Smith has lead the effort to complete the State-required Cross-Connection Contamination Prevention Program and Plan, and 4) MA Girõn completed the annual Consumer Confidence Report (CCR), and it is on the District website for viewing and downloading.

Conservation & Rainfall

The beginning of the new rainfall year was on October 1, 2024. Since then, 17.16 inches of precipitation has been recorded by the rain gauge at Chittenden Pass.

PROJECTS

School Tanks Abandonment and Replacement

Two phases of the School Tanks abandonment project are completed (installation and protection). The project has two additional phases (destruction and communication), that will be evaluated when presented at a Board meeting later in the year.

Training opportunities for the Board members and General Manager

One of the required trainings for Board members and District Management was completed on April 22. The next required training options were discussed at tonight's meeting.

Status of Marshall Well Replacement Project

The LSCE proposal for the Design and Construction phases of the project was approved by the Board. A contract is underdevelopment to continue moving the project forward.

Status of San Juan Well repair

The San Juan well has been out of commission for repairs since mid-February. The contractors have completed the patch work and videoed the casing. Installation of the pump and motor is completed, though at the time of this writing, the well is not online due to water quality issues related to the repair work.

Status of the Operations Shop Construction Project

An architect has visited the site for the shop and is developing a proposal.

Development and implementation of a Cross-Connection Contamination Prevention Program and Plan

The State requires the development and implementation of a Cross-Connection Contamination Prevention Program by July 1. Staff has been working on both a program and a plan, and will bring the finished plan to the Board of Directors at the August meeting. A Draft Board Resolution and informational presentation was presented as a primer for the Board. Staff requested and was granted an extension from the State regarding this matter.

D. Correspondence

GM Johnson went through the monthly correspondence list and provided information on specific items.

IX. ACTION ITEMS

A. Receive an update regarding the District's Cross-Connection Control Program/Plan, and provide direction to staff

Staff presented information and a DRAFT Resolution about the District's Cross-Connection Control Program/Plan (CCCP/P). Staff discussed the required elements of the CCCP/P that have become a requirement from the State. The DRAFT CCCP/P and Resolution will be presented at the August meeting. The item was received by consensus.

B. Receive update on the District's Current Project List, and provide direction to staff

Staff presented the District Current Project List for discussion. Various projects were discussed, and additional information was provided, based on those specific projects. The District Current Project List report was received by consensus, and the Board asked that the List be brought back quarterly, or sooner if need be.

C. Approve an updated logo for the Aromas Water District, and provide direction to staff

Staff presented a redesigned District logo for Board discussion and approval. After Director Norton made a motion to approve the new logo; Director Holman seconded. The motion carried unanimously with the Directors present. Board direction was given to get the logo out to the community as soon as possible.

D. Receive Financial Reports for the Month of June 2025 and Approve Expenditures

Total Assets / Liabilities & Equity are \$16,311,588.67. In the P&L Report, Revenue for June was \$223,895.80. Total Expenditures were \$145,083.75 between June 15, 2025, and July 14, 2025.

Director Morris moved to adopt the Financial Reports which was seconded by Director Norton. The Financial reports were unanimously approved by the Directors present.

X. FUTURE MEETINGS & AGENDA ITEMS

The next regular Board meeting date will be August 26, 2025, at the Aromas Water District Board Room.

XI. ADJOURNMENT

President Capron adjourned this meeting at 8:50pm.

Read and approved by:



President, Seth Capron

Date:

8/26/25

Attest:



Board Secretary, Robert Johnson

Date:

8/26/25