

# Minutes of the Regular Meeting of the Aromas Water District Board of Directors September 24, 2024

- I. **CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by President Morris on Tuesday, September 24, 2024, at 7:00 p.m. Attendees were present in the Aromas Water District Board Room.
- II. **ROLL CALL.** President Morris, Vice-President Holman, Directors Powers, and Norton were present in the Aromas Water District Board Room along with General Manager Johnson. Director Capron was absent, and Counsel Bosso attended via Zoom.
- III. **PLEDGE OF ALLEGIANCE.** President Morris 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. **REPORT OUT FROM CLOSED SESSION ON AUGUST 27, 2024.** GM Johnson was given direction.
- VII. **MINUTES.** The minutes of the August 27, 2024, Board Meeting was presented for review and approval. Vice-President Holman presented a correction. Director Powers moved for approval of the minutes; Vice-President Holman seconded. Minutes were unanimously approved by the Directors present.
- VIII. **ORAL COMMUNICATION.** There was no public comment.
- IX. **PRESENTATIONS & REPORTS**
  - A. **Director's Report.** Director Norton reported that he attended the San Benito Business Council lunch. Discussions items included the work being done on the San Benito County Climate Action Plan.
  - B. **Attorney's Report.** Counsel Bosso reported that there was nothing to report that affected the District, considering the size of our District..
  - C. **Manager's Report:**

**OPERATIONS & MAINTENANCE**  
**Production & Well Levels**

Total production in August 2024 was 10,748,851 gallons; roughly 8.4% lower than July's production, and 15% lower than August's average production. The average daily production was 376,737 gallons.

The District has 976 total connected meters – no new connections this month.

San Juan and Carpenteria wells were operated the entire month, while Pleasant Acres well was operated only one day. All water testing reports were filed on time.

**Operational well levels:** Carpenteria well was one foot lower than the previous month, and San Juan well saw no change. **Observational wells:** The Marshall well level showed a decrease of one foot from the previous month, and the Aimee Meadows well reading showed an increase of one foot from the previous reading.

**INCIDENTS**

On August 8, a fire hydrant at the corner of San Juan and Carpenteria was hit by a pickup truck and trailer. Staff responded quickly and shut the water to the hydrant off, resulting in minimal loss of produced water. Contractors have completed the install of the new hydrant with the breakaway valve. Staff is working on a reimbursement from the driver's insurance company.

## ***ADMINISTRATIVE***

### ***Staff & Board Recognition***

GM Johnson reported on the following staff activities: 1) Management Analyst (MA) Girōn and Accounting Clerk (AC) Hill worked with and provided information to our Auditors for their financial audit of the District; 2) GM Johnson and MA Girōn attended a webinar about utilizing a new Utility Billing software; 3) GM Johnson participated in a Zoom meeting of current Counsel and possible new Counsel; and 4) AC Hill is catching on to the various aspects of the job and doing well.

### ***Conservation & Rainfall***

The beginning of the new rainfall year was on October 1, 2023. Since then, 21.08 inches of precipitation has been recorded by the rain gauge at Chittenden Pass.

## ***PROJECTS***

### **Cole and Rocks Road Annexation**

No new installations were performed this month.

### **New Water Source**

This matter was discussed in the August Closed Session, and the General Manager was given direction.

### **Follow-up on the Kang Annexation effort**

This annexation, approved by the Board in November 2022, and the PVWMA Board approved the annexation at their April 2023 meeting. Staff met with the LAFCo Executive Officer at a May 2024 workshop and discussed matters that need to be finalized for the annexation effort to be completed. Nothing has moved forward in the last few months; staff has reached out to the LAFCo Executive Officer, though at the time of this writing there has not been a response.

### **Construction of an Operations and Maintenance Shop**

A Request for Proposals (RFP) was released on July 17 and was open until August 15, with one response. Staff is working with the respondent to determine a preliminary budget to bring to the Board to gauge the level of interest in the project.

### **School Tanks Abandonment and Replacement**

Staff is in contact with a contractor regarding the School Tanks abandonment project; a proposal has been received, and staff and the contractor are working to schedule this effort.

### **Utility Billing Software changes**

Our current billing software company was bought out by a larger firm a year or so ago. A new version and fee schedule has been released. The current version will not be supported as of Q1 2025, so we need to migrate to the newer version; the costs will change from approximately \$2,000 a year to \$6,800 a year.

### **Purchase of a new network copier/printer/scanner**

The current network copier/printer/scanner unit has been discontinued for some time, and no new parts will be manufactured, and support will be discontinued as of Q4 2024. New copier/printer/scanner options are being evaluated. Know that the monthly charges from the vendor for use (currently about \$15.00 a month) is going to increase to at least \$200.00 a month.

## **D. Correspondence**

GM Johnson went through the monthly correspondence list and provided information on specific items, including; 1) water main relocations in San Benito County, 2) the copier upgrade, 3) the billing software issue, and 4) the recent line break on Carr Avenue incident.

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