

Minutes of the Regular Meeting of the Aromas Water District Board of Directors November 28, 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, November 28, 2023, at 7:00 p.m. in a hybrid setting; attendees were present in the Board Room, and online via Zoom.
- II. ROLL CALL.** President Morris, Vice-President Holman, Directors Powers, Norton, and Capron were present in the Board Room along with General Manager Johnson. 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 OCTOBER 24, 2023.** GM Johnson was given direction.
- VII. MINUTES.** The minutes of the October 24, 2023, Board Meeting were presented for review and approval. Director Capron moved for approval of the minutes; Director Powers seconded. Minutes were unanimously approved.
- VIII. ORAL COMMUNICATION.** Barry Ferrera asked the Board to consider participating in a meeting the following day regarding the restarting of the Chipper Program and other possible fire prevention measures. Director Norton asked that this matter be placed on the December agenda for discussion.

IX. PRESENTATIONS & REPORTS

- A. Director's Report.** Director Norton asked that research be done on the District's pipeline easement and bring it back to the Board for discussion.
- B. Attorney's Report.** Counsel Bosso reported about the CSDA Newsletter article regarding Surplus Lands; the District isn't affected since it doesn't have any surplus land. Also, Counsel Bosso has provided DRAFT Agreements to use when we are working towards drilling a test well, and how the owner of the property would be compensated.

C. Manager's Report:

OPERATIONS & MAINTENANCE

Production & Well Levels

Total production in October 2023 was 8,853,214 gallons; roughly 3% lower than September's production, and 11% lower than October's average production. The average daily production was 285,588 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 for one day. All water testing reports were filed on time. There was one positive sample for Coliform (in October), on Villa del Sol. A repeat sample was taken the next day (after the District was informed by the lab), that produced a negative result, so paperwork was filed without the positive value. The State Board indicated that the District did not follow correct procedures on sample follow up, and issued the District a citation.

Operational well levels: Carpenteria and San Juan wells were both up four feet. Observational wells: Marshall Well was up four feet from the previous month and Aimee Meadows was up seven feet.

INCIDENTS

There were no incidents since the previous Board meeting.

ADMINISTRATIVE

Staff & Board Recognition

GM Johnson reported on the following staff activities: 1) Accounting Clerk (AC) Cooky Hurst continues to gain experience with the various facets of her position, 2) MA Girōn handled additional Audit follow-up tasks, while continuing to train AC Hurst on her job functions, including working on payroll, 3) Chief Operator (CO) DeAlba and Operator Smith started working on system preparations for winter, 4) GM Johnson and CO DeAlba took a SWRCB DDW engineer on an inspection of our system, and 5) GM Johnson purchased the two vehicles identified in the Capital Budget

Conservation & Rainfall

The beginning of the new rainfall year was on October 1, 2022. Since then, 1.72 inches of precipitation has been recorded by the rain gauge at Chittenden Pass, with 1.60 inches recorded in November.

PROJECTS

Cole and Rocks Road Annexation

Customers have been connected, based on initial request and payment timing. No new installations this month.

New Water Source

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

Follow-up on the Kang Annexation effort

The Kang Annexation, approved by the District Board in November 2022, went to the PVWMA Board of Directors for approval on March 15, 2023, and after tabling it, was approved at the April meeting.

Staff continues to work on the LAFCo application as time allows, and hope to finish by the end of the calendar year.

D. Correspondence:

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

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IX. ACTION ITEMS

A. Consider approving a Proposal for Professional Engineering Services for the School Tanks Elimination Project, in the amount of \$94,987.00, and providing direction to staff.

GM Johnson presented the MNS Engineers, Inc. School Tanks Elimination Project Bid Document Development Proposal. The Board felt the proposal was over-engineered and was too expensive for what they felt was actually needed. There was a motion to reject the proposal by Director Capron that was seconded by Director Norton. That motion was unanimously approved.

B. Financial Reports for the Month of October 2023

Total Assets / Liabilities & Equity are \$16,218,337.46. In the P&L Report, Revenue for October was \$176,701.00. Total Expenditures were \$281,824.34 between October 17 and November 15, 2023.

Vice-President Holman moved to adopt the Financial Reports; seconded by Director Powers. The Financial reports were unanimously approved.

XI. FUTURE MEETINGS & AGENDA ITEMS.

The next meeting date will be Monday, December 18, 2023, at the District office. At that meeting, there will be a Closed Session related to Property Negotiations.

XII. ADJOURNMENT OF REGULAR MEETING TO CLOSED SESSION.

The regular meeting was adjourned at 8:10pm.

XIII. CLOSED SESSION.

Closed Session discussion consisted of the General Manager's Performance Evaluation.

XIV. RETURN TO OPEN SESSION.

The Board returned to Open Session at 9:45pm.

XV. REPORT OUT FROM CLOSED SESSION.

The General Manager was evaluated based on his performance during the rating period.

XVI. ADJOURNMENT.

President Morris adjourned this meeting at 9:46pm.

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

Date: 12-18-23

Attest: [Signature]
Board Secretary, Robert Johnson

Date: 12/18/23