

Minutes of the Regular Meeting of
The Board of Directors of the
Aromas Water District
January 27, 2015

I. CALL TO ORDER:

The regular meeting of the Board of Directors of the Aromas Water District was called to order by President Norton on Tuesday, January 27, 2015 at 5:05 p.m. at the District office located at 388 Blohm Ave, Aromas, California.

II. ROLL CALL:

President Norton, Vice President Leap, Directors Dutra, Holman and Mahler and newly appointed Director Richard Smith were in attendance. General Manager Vicki Morris, staff: Lisa Dobbins, Maureen Cain, Engineer Mike Freitas and Counsel Bob Bosso were also present.

III. PLEDGE OF ALLEGIANCE: President Norton led the pledge of allegiance.

IV. STATEMENTS OF DISQUALIFICATION: There were no disqualification statements.

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

VI. WORKSHOP: Aromas Water District Counsel Bob Bosso to conduct 2 hour AB1234 Public Service Ethics Education training for staff and Board to meet requirements of California Government Code Section 53235.

Mr. Bosso presented "Public Service and Ethics: A Closer Look" training as he is a member of the ACWA Legal Affairs Committee. The PowerPoint presentation can be viewed on the web at: <http://www.aromaswaterdistrict.org/images/ethics-training-may-2014.pdf>

7:00 pm - RETURN TO REGULAR SESSION

VII. MINUTES: The minutes of the December 23, 2014 Regular Meeting were presented for acceptance and approval.

Director Smith moved to approve the minutes as amended. The motion was seconded by VP Leap. The minutes were unanimously approved.

VIII. ORAL COMMUNICATION: None

IX. PRESENTATIONS

A. Director's Reports:

- VP Leap, GM Morris and DS Dobbins attended the JPIA Sexual Harassment Training.
- Pres. Norton and GM Morris attended the quarterly Special Districts of Monterey County meeting. There was a discussion about CEQA.
- Pres. Norton reviewed financials and expenditures in the office last week.
- Director Smith rode along with Operator DeAlba to get a tour of the District.

B. Attorney's Report:

- The San Juan Capistrano case had oral arguments on January 21, 2015 with a judgment following 90 days later.

C. Manager's Report: Detailed report in agenda packet. Highlights include:

Operations:

- December 2014 was nearly the lowest use in the last 10 years.
- Staff member Maureen Cain celebrated 6 years at the District.
- Staff member Gina Patten celebrated 13 years at the District.

Projects:

- Oak Ridge/Via Del Sol water supply project pipeline is about 2/3 complete. The tank site is excavated. MPE will repave where the trenches are located. Meters are not yet set. AWD has received two reimbursement installments from USDA.
- Caltrans hydrant project is complete. AWD is submitting final bill to Caltrans.

X. ACTION ITEMS

A. Coddington Contract for Construction Certified Payroll Monitoring: Review and approve contract for Oak Ridge/Via Del Sol payroll monitoring.

- GM Morris explained that contractors for the Oak Ridge/Via Del Sol project are required to provide prevailing wages. The District is required to have an outside consultant review the certified payroll records.
- The estimate from the Elisabeth Coddington is for 30 hours at a rate of \$100 per hour.

Director Holman moved to accept the contract as presented and Director Smith seconded. The motion was accepted unanimously.

B. LAFCO Annexation 141-011-006 & 141-041-007: Recommend application for annexation of 2 parcels.

- At the October 2014 Board meeting it was discussed and approved that AWD would be applying to LAFCO for an "Out of Service Area" agreement for parcel #141-011-006 at 176 Dunbarton Road.
- Staff at LAFCO recommended that AWD annex the parcel instead of pursue an "Out of Service Area" agreement to provide representation to the property owners.
- Recently, a bulk water customer on San Juan Road has sought service from AWD. The San Juan parcel #141-041-007 has requested to be annexed as well.
- LAFCO can combine both parcels on one application.

Director Holman moved to pursue filing the annexation application inclusive of the two parcels and Director Dutra seconded. The motion was approved unanimously.

C. 2014-2015 Director's Compensation: Review status and history of compensation for Board members.

- Board compensation is typically adjusted every budget year.
- The Water Code 20201 allows for 5% increase per year, not compounded, from the original \$100 per month.

- AWD Directors took no increases in the 2014-2015 budget in July 2014.
- The Board agreed to discuss an increase upon review of the Revised 2014-15 Expense Budget.
- GM Morris explained that at this time the allowable compensation for the Board is \$215 per month.

Director Holman moved to accept the amount of \$215 per month as presented and VP Leap seconded. The motion was accepted unanimously.

D. Agreement with J. Sanchez for Part Time Temporary Employment: Review and Approve.

- Jesse Sanchez has been an intern at AWD since May 2014.
- AWD is in need of additional operator assistance therefore would like to pay Mr. Sanchez one day a week for an amount not to exceed \$2,500 through the end of this fiscal year.

VP Leap moved to accept the agreement as presented and Director Smith seconded. The motion was accepted unanimously.

E. Revised 2014-15 Expense Budget: Board to review revenue and expenditures during this fiscal year and proposal to revise expense budget to \$1,528,179.

- The Expense Budget is revised mid-year to reflect unanticipated changes.
- Notable changes occurred during the 2014-2015 fiscal year to amend the Budget.
- Revenue has exceeded the estimation.
- Expenses had slight decreases.

Director Holman moved to approve the Revised 2014-15 Expense Budget as presented and VP Leap seconded. The motion was accepted unanimously.

F. Presentation of the Financial Reports for the Month of December 2014: Revenue for December is \$ 69,896.03. Expenditures between and December 17, 2014 and January 20, 2015 are \$109,352.60. These financials and monthly expenditures will be presented for discussion and approval.


Director Smith moved to accept the financials as presented and VP Leap seconded. The motion was accepted unanimously.

XI. FUTURE MEETINGS & AGENDA ITEMS

XII. ADJOURNMENT - Pres. Norton adjourned the meeting at 8:10 pm.

Date: February 24, 2015

Read and approved by:


 Board President, Wayne Norton
 (JIM LEAP, VICE PRESIDENT)

Attest: 
 Lisa Dobbins, District Secretary