

**Minutes of the Regular Meeting of  
the Aromas Water District Board of Directors  
April 27, 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, April 27, 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 March 23, 2021 Board Meeting were presented for review and approval. Director Holman moved for approval of the minutes seconded by Vice President Morris. Minutes were approved by roll-call vote by those Directors present.
- VII. REPORT FROM MARCH 23, 2021 MEETING CLOSED SESSION.** The GM was evaluated and no reportable action was taken.
- VIII. ORAL COMMUNICATION.** There were no public comments.
- IX. 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 earlier this month to review the Capital Budget to be presented later in this meeting.
- B. Attorney's Report.** Counsel Bosso reported he had reviewed AB339 which is still in Committee and could amend the Brown Act. Essentially, should the Bill pass, every Board Meeting in the future will need to be a hybrid meeting, meaning that even if the Board meeting in person, the ability for the public to access the meeting online will need to be detailed and enabled, including being able to address the board live and in their own language, however, the member of the public would need to contact the District in advance to request a translator and the District is obliged to provide a certified translator in that language. ACWA JPIA have expressed their opposition.

**C. Manager's Report**

***OPERATIONS***

***Production & Well Levels***

GM Johnson reported total production in March 2021 was 6,576,186 gallons, with a daily average of 212,135 gallons per day. The stacked graph demonstrates that the amount of water pumped for March 2021 was higher than March 2020.

There were 967 meters now connected since Mr. Bravo on Cole Road and now 320 Aromas Road (formerly 245-A Marcus Street) have connected. All water testing continues to be both filed on time and represent satisfactory results.

Reporting on well levels; Carpenteria Well and San Juan Well are both down two feet, and observational well levels Marshall Well is the same as last month; and Aimee Meadows Well is down four feet.

***MAINTENANCE***

Chlorine chemical pump maintenance and analyzer maintenance was performed at all wells. There was a specific issue with a chlorine pump at San Juan Well. This pump has been problematic for the last month or so and finally expired, so a temporary fix was put in place whilst the pump was successfully rebuilt and reinstalled.

Director Dutra enquired about regular inspections on the fixed generator at Carpenteria; GM Johnson reassured him that it is regularly checked and maintained by our Operations staff, plus inspections every three years by the MBUAPCD.



## ***INCIDENTS***

On April 12, 2021, Operations Staff noticed the seal on a fire hydrant had been broken and water taken. It turns out, it was a construction company doing work near Rancho Larios; they were encouraged to visit the office to make payment, which they did. The District Operations Staff are very diligent for such activity.

## ***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 it is with GM Johnson for a final review before mass printing. Work continues on the annual DRINC report.

WUSp Girón continues to review and refine Operational processes in assessing forms that were used, for a short time in the past, to see if they are viable for current use.

GM Johnson and CO DeAlba took the Risk Management Inspector for SDRMA on a tour of the District's facilities on March 24, 2021. The Inspector was very impressed with the District and all the facilities. Only one minor issue was identified at the Marshall site that will quickly be resolved.

The Identity Theft Prevention Program was reviewed and no changes were identified for this year. As the office opens up this coming year, there will be more chances to provide a closer review.

### ***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" so far, with none falling in April, although there was a little rain this past weekend. This is an exceptionally dry year compared to 16.72" that fell last year.

## ***Projects***

### ***Response to COVID-19 Virus***

GM Johnson continues to monitor and implement appropriate actions based on the ever-changing situation. In preparation for opening the office, plexiglass screens have been ordered for the two front desks and some furniture rearranging is planned.

### ***Technology Upgrade - SCADA***

GM Johnson reported that many components have been installed. The variable frequency drive at the San Juan Well requires an adjustment from the electrician which should be happening mid-May, which will be the final part of the XiO installation.

### ***Orchard Hill Road Proposed Annexation***

GM Johnson has recently been in contact with the Mr. Bennet and the former City Manager of San Juan Bautista. A conference call will occur later this week to discuss the progress and future process for all parties, including an initial feasibility study.

### ***Cole Road Outreach for Annexation***

GM Johnson updated progress on reaching out to the remaining residents on Cole Road to assess interest in annexation with a view to connection to the District water system. A questionnaire and letter was developed and on April 23, 2021 sent to owners of the parcels that flank the main line and are not already in process, annexed or connected.

**Correspondence:** GM Johnson pointed out the payment of the claim for the damaged fire hydrant back in December 2020. Director Dutra asked about the Rocks Road Bridge letter and GM Johnson explained that the District has meters and air relief valves in the vicinity which may need to be relocated.

**X. CONSENT CALENDAR**

**A. Consider adopting Resolution #2021-03, Declaring May as Water Awareness month**

A motion was made by Director Dutra to adopt Resolution 2021-03 Declaring May as Water Awareness month as presented, seconded by Director Smith. The Resolution 2102-03 was unanimously adopted by roll-call vote with all Directors present.

**XI ACTION ITEMS**

**A. Consider receiving a report regarding the possible annexation of one parcel located on Cole Road, possibly adopting Resolution #2021-04, initiating the annexation process**

GM Johnson presented the annexation of one parcel, for Mr. Scholz on the east side of Cole Road, for health and safety reasons as their well is producing increasingly limited quantities of water.

A motion was made by Director Holman to adopt Resolution 2021-04 to Annex APN 011-220-022 as presented, seconded by Vice President Morris. The Resolution 2021-04 was unanimously adopted 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 and revised by the Ad-Hoc Budget Committee for presentation to the Board.

A number of details were discussed, however, after Board discussion regarding the towable generator, the Operations shop and the establishment of a new water source, the Board directed GM Johnson to rework the Capital Budget and present a revised version at the May 25, 2021 meeting; the item was tabled until then.

**C. Financial Reports for the Month of March 2021**

On the Balance Sheet, Total Assets / Liabilities & Equity are \$10,945,350.42, of which Total Current Assets are \$4,583,839.58, and Total Fixed Assets are \$6,220,571.84. In Liabilities, the Total Current Liabilities are \$243,808.97 and Long-Term Liabilities are \$4,245,714.89.

In the P&L Report, Water Revenue for March was \$80,169.63. Total Expenditures were \$113,983.62 between March 17 through April 19, 2021.

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

**XII. FUTURE MEETINGS & AGENDA ITEMS.** The next meeting will be on Tuesday, May 25, 2021.

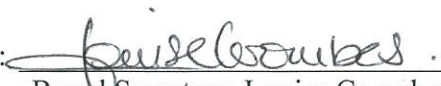
Topics for the next meeting will include the revised Capital Budget; a potential presentation to the Board by Martin Feeney, Hydrogeologist regarding the feasibility of Marshall Well becoming active; and the proposed Expense Budget.

**XIII. ADJOURNMENT.** President Leap adjourned the meeting at 8:50pm until Tuesday, May 25, 2021.

Read and approved by:

  
President, Jim Leap

Attest:

  
Board Secretary, Louise Coombes

Date:

5-27-2021

Date:

May 26<sup>th</sup>, 2021

