

# **Minutes of the Regular Meeting of the Aromas Water District Board of Directors February 25, 2025**

- I. **CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by President Capron on Tuesday, February 25, 2025, at 7:00 p.m. Attendees were present in the Aromas Water District Board Room and on Zoom.
- II. **ROLL CALL.** President Capron, Vice-President Powers, Directors Norton, Morris and Holman were present in the Aromas Water District Board Room along with General Manager Johnson; Counsel Quinn attended via Zoom.
- III. **PLEDGE OF ALLEGIANCE.** Director Norton led the pledge of allegiance.
- IV. **REPORT OUT FROM CLOSED SESSION FROM JANUARY 28, 2025.** The Board discussed the General Manager's Performance Evaluation process and status.
- V. **STATEMENTS OF DISQUALIFICATION.** There were no statements of disqualification.
- VI. **ADDITIONS AND DELETIONS.** There were no additions or deletions.
- VII. **MINUTES.** The minutes of the January 28, 2025, Board Meeting was presented for review and approval. Director Morris moved for approval of the minutes; Director Norton seconded. Minutes were unanimously approved by the Directors present. President Capron indicated that if there were no comments or corrections, the minutes can then be approved by consensus.
- 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 meeting, which he has found beneficial to getting our presence known. Later in the meeting, Director Norton also brought up San Benito County LAFCo 'uninviting' Special Districts to join LAFCo.

**B. Attorney's Report.** Counsel Quinn had nothing to report.

### **C. Manager's Report:**

#### ***OPERATIONS & MAINTENANCE***

##### ***Production & Well Levels***

Total production in January 2025 was 5,354,132 gallons; roughly 1.3% lower than December's production, and 6% lower than January's average production. The average daily production was 172,714 gallons.

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

San Juan well was operated 29 days this month, while Carpenteria and Pleasant Acres wells were operated 30 days and five days, respectively. All water testing reports were filed on time.

**Operational well levels:** Carpenteria well water level increased one foot, while San Juan well water level showed no change. **Observational wells:** The Marshall well level showed an increase of three feet from the previous month, and the Aimee Meadows well reading showed an increase of one foot from the previous reading.

#### ***INCIDENTS***

No incidents to report.

## **ADMINISTRATIVE**

### **Staff & Board Recognition**

GM Johnson reported on the following staff activities: 1) Management Analyst (MA) Girōn, Accounting Clerk Hill and CSR Bowman, continue to work through challenges with the new billing software, and helping customers register for the customer portal that provides them many options, and 2) MA Girōn requested a return to our previous Lead & Copper sampling regimen, based on the two recent sampling rounds that were below threshold values. The SWRCB Division of Drinking Water has granted that request.

### **Conservation & Rainfall**

The beginning of the new rainfall year was on October 1, 2024. Since then, 12.12 inches of precipitation has been recorded by the rain gauge at Chittenden Pass.

## **PROJECTS**

### **Finding a New Water Source Project**

Staff is working with our geologic consultant to complete the test well as soon as possible. The drilling began January 27, is now completed, the e-logs are done, and the monitoring casings will be going in soon (weather dependent).

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

The Kang Annexation, approved by the District Board in November 2022, and the PVWMA Board approved the annexation at their April 2023 meeting. The LAFCo Executive Officer recently developed a workaround to provide Mr. Kang water as soon as possible.

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

Staff and the contractor are working to complete the School Tanks abandonment project. The construction phase commenced on December 10 and lasted for two days. There are three subsequent phases to complete.

### **San Benito County Issues Ad-Hoc Committee**

GM Johnson and Public Works Director Steve Loupe meetings will resume in February. President Capron was added to the ad-hoc committee that is discussing past issues and hoping to head-off future ones.

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

The current network copier/printer/scanner unit has been discontinued by Xerox for some time, and no new parts will be manufactured, and support will be discontinued as of Q4 2024.

### **Status of the Operations Shop Construction Project**

A local firm seems interested in the project and has been working with staff to put together a viable proposal.

## **D. Correspondence**

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

**X. ACTION ITEMS**

**A. Receive an update on the Marshall Well Replacement Project, and provide direction to staff**

Staff presented the status of the Marshall Well Replacement Project, including the final depth of the test well, the e-logs, and the proposed monitoring depths for the three piezometers to be placed in the drilled hole. The update report was approved by consensus.

**B. Approve a Board/GM Training Plan for 2025, including attending the Special District Leadership Academy, and provide direction to staff**

Staff presented the training plan for the Board and GM for the current calendar year; including various attendance options, costs and locations. The Board approved the training plan, as presented, with some additional research requested regarding the CSDA Annual Conference. Director Norton moved for approval of the plan; Director Morris seconded. The motion carried unanimously.

**C. Receive Financial Reports for the Month of January 2025 and Approve Expenditures**

Total Assets / Liabilities & Equity are \$16,041,055.59. In the P&L Report, Revenue for January was \$178,405.58. Total Expenditures were \$326,818.32 between January 23, 2024, and February 14, 2025.

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

**XI. FUTURE MEETINGS & AGENDA ITEMS**

The next regular Board meeting date will be March 25, 2025, at the Aromas Water District Board Room. At that meeting, there will be a continued Closed Session to discuss the General Manager's Performance Evaluation. Other future items included updates on the shop and test well projects, and a possible Budget Revision.

**XII. ADJOURN TO CLOSED SESSION**

Board adjourned to Closed Session to begin the Performance Evaluation process (developing new method this year) for General Manager Johnson at 8:17pm

**XIII. RETURN TO OPEN SESSION AND REPORT OUT**


Board returned to Open Session at 8:40pm and reported that their discussion would continue at the next meeting in Closed Session.

**XIV. ADJOURNMENT**

President Capron adjourned this meeting at 8:41pm.

Read and approved by:   
\_\_\_\_\_  
President, Seth Capron

Date: 3/25/2025

Attest:   
\_\_\_\_\_  
Board Secretary, Robert Johnson

Date: 3/25/25