

**Minutes of the Special and Regular Meetings of the
Aromas Water District Board of Directors
April 22, 2025**

SPECIAL MEETING

- I. **CALL TO ORDER.** The special meeting of the Aromas Water District Board of Directors was called to order by Vice-President Powers on Tuesday, April 22, 2025, at 5:00 p.m. Attendees were present in the Aromas Water District Board Room and on Zoom.
- II. **ROLL CALL.** 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. President Capron arrived at 6:00pm.
- III. **PLEDGE OF ALLEGIANCE.** Vice-President Powers led the pledge of allegiance.
- IV. **BOARD TRAINING.** Board members present and the GM attended a required on-demand presentation of AB1234, Ethics.
- V. **ADJOURN TO REGULAR SESSION.** The training sessions adjourned at 7:02pm.

REGULAR MEETING

- I. **CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by President Capron on Tuesday, April 22, 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. **REPORT OUT FROM CLOSED SESSION FROM MARCH 25, 2025.** The Board discussed the General Manager's Performance Evaluation completion and documentation.
- IV. **STATEMENTS OF DISQUALIFICATION.** There were no statements of disqualification.
- V. **ADDITIONS AND DELETIONS.** There were no additions or deletions.
- VI. **MINUTES.** The minutes of the March 25, 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.
- VII. **ORAL COMMUNICATION.** There was no public comment.
- VIII. **PRESENTATIONS & REPORTS**
 - A. **Director's Report.** Director Norton reported that he had a discussion with Mr. Loupe (San Benito Co. RMA) regarding the Carr Avenue and Rocks Road Bridge projects. The former is on track to be constructed next spring, while the latter is a bit more complicated, and the timing is uncertain.
 - B. **Attorney's Report.** Counsel Quinn reported about a new case that could affect the current stance on inverse condemnation between a water agency and a property owner, if specific factors apply.
 - C. **Manager's Report:**

OPERATIONS & MAINTENANCE

Production & Well Levels

Total production in March 2025 was 5,303,806 gallons; roughly 16% higher than February's production, and 14% lower than March's average production. The average daily production was 171,091 gallons.

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

Carpenteria well was operated for 30 days, while Pleasant Acres wells was operated for 31 days. San Juan well is offline for repairs. All water testing reports were filed on time.

Operational well levels: Carpenteria well water level decreased one foot, while San Juan well water level showed a decrease of six feet. **Observational wells:** The Marshall well level showed from last month, and the Aimee Meadows well reading showed a decrease of one foot from the previous month.

INCIDENTS

No incidents to report.

ADMINISTRATIVE

Staff & Board Recognition

GM Johnson reported on the following staff activities: 1) Management Analyst (MA) Girōn, and Accounting Clerk Hill are preparing for the upcoming District Financial Audit, 2) MA Girōn was able to secure the removal of a Corrosion Study requirement related to the Lead and Copper exceedance matter, 3) MA Girōn has completed and submitted the eAR (formally DRINC) report to the SWRCB on time, 4) MA Girōn initiated work on the annual Consumer Confidence Report (CCR), and GM Johnson and Operator Smith are developing a Cross-Connection Contamination Prevention Plan and Program that will come to Board in the near future.

Conservation & Rainfall

The beginning of the new rainfall year was on October 1, 2024. Since then, 16.96 inches of precipitation has been recorded by the rain gauge at Chittenden Pass.

PROJECTS

Follow-up on the Kang Annexation effort

The Kang Annexation was approved by the San Benito County LAFCo on the March 13, 2025 meeting. The installation has been scheduled since February 11, 2025, though it has had to be postponed (four times so far) due to weather and field conditions.

School Tanks Abandonment and Replacement

Staff and contractor have completed the first phase of the School Tanks abandonment project. The project has three additional phases, one of which should be completed this fiscal year. A local contractor has built a protective cage-fence to protect the Pressure Reducing Valve.

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 Marshall Well Replacement Project

This item will be discussed at tonight's Board meeting.

Status of San Juan Well repair

The San Juan well has been out of commission for repairs since last month. The contractor has been working to provide cost estimates for repair work options.

Status of the Operations Shop Construction Project

This item will be discussed at tonight's Board meeting.

D. Correspondence

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

IX. ACTION ITEMS

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

Staff presented an update on the Marshall Well Replacement Project, including a synopsis of the well report provided by Luhdorff & Scalmanini (LSCE). A discussion regarding the pros and cons of using this well site, or moving to another site ensued. The Board recommended that staff and LSCE move forward with staff's recommendation, which is to use the current well site. Director Norton made a motion to move forward with the current well site; Vice-President Powers seconded. The motion carried unanimously.

B. Consider Process for the Operations Shop Construction Project Contractor Selection, and provide direction to staff

Staff and Counsel presented a report on the contractor selection process. Direction was given to attempt to develop a specifications sheet that perspective contractors could use to generate a construction proposal. The District will utilize the competitive bid process to select the contractor. Vice-President Powers made a motion to continue with the process described; Director Holman seconded. The motion carried unanimously.

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

Total Assets / Liabilities & Equity are \$15,984,031.60. In the P&L Report, Revenue for March was \$132,883.60. Total Expenditures were \$88,178.57 between March 15, 2025, and April 14, 2025.


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

X. FUTURE MEETINGS & AGENDA ITEMS

The next regular Board meeting date will be May 27, 2025, at the Aromas Water District Board Room.

XI. ADJOURNMENT

President Capron adjourned this meeting at 8:46pm.

Read and approved by: 
President, Seth Capron

Date: 5/27/25

Attest: 
Board Secretary, Robert Johnson

Date: 5/27/25