

**Minutes of the Regular Meeting of
the Aromas Water District Board of Directors
February 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, February 28, 2023, at 7:10 p.m. (AB 1234 Ethics Training before the meeting went a few minutes long) in a hybrid setting; attendees were present both in the Board Room and online via Zoom.
- II. ROLL CALL.** President Morris, Vice President Holman, and Directors Norton, Powers and Capron were present; also present was General Manager Johnson. Counsel Bosso attended via Zoom.
- III. PLEDGE OF ALLEGIANCE.** Director Norton led the pledge of allegiance.
- IV. STATEMENTS OF DISQUALIFICATION.** There were no disqualification statements.
- V. ADDITIONS AND DELETIONS.**
- VI. MINUTES.** The minutes of the January 24, 2023, Board Meeting were presented for review and approval. Director Powers moved for approval of the minutes as presented; Director Norton seconded. Minutes were unanimously approved with Directors Morris, Holman, Norton, Powers and Capron present.
- VII. ORAL COMMUNICATION.** There were no public comments.

VIII. PRESENTATIONS & REPORTS

- A. Attorney's Report.** Counsel Bosso reported there was nothing new in case law this month, as well as providing a concise report detailing Eminent Domain (or Condemnation) procedures for the Board's information.

B. Manager's Report:

OPERATIONS & MAINTENANCE

Production & Well Levels

Total production in January 2023 was 5,602,580 gallons; 7.7% higher than December's production, and 3% lower than January's average production. The daily average production was 180,728 gallons.

The District has 972 total connected meters.

San Juan and Carpenteria wells were used the entire month, while Pleasant Acres well was used only two days. All water testing reports were filed on time and showed satisfactory results.

Operational well levels: Carpenteria and San Juan wells were both up one foot. Observational wells: Marshall Well was down five feet and Aimee Meadows was up two feet.

INCIDENTS

None.

ADMINISTRATIVE

Staff & Board Recognition

WUSup Giron worked with the District accountant on payroll and CalPERS details, and also worked with Intuit personnel on payroll and administrative issues.

Operator Smith and GM Johnson worked with XiO to troubleshoot a couple issues in the system related to communication timings and consistency.

GM Johnson has been in contact with ACCF representatives regarding starting the negotiation for a purchase price for a permanent easement at the Aromas Community Park.

Conservation & Rainfall

The beginning of the new rainfall year was on October 1, 2022. Since then 24.56 inches of precipitation has been recorded by the rain gauge at Chittenden Pass, with 0.60 inches falling in February (to date).

PROJECTS

Response to COVID-19

Governor Newsom is calling for the COVID Emergency to end in February 2023.

Orchard Hill Road proposed annexation progress

The group of residents is working to define the area that would be included in the annexation. GM Johnson met with financial advisors to develop a strategy the group could use to move the project forward. There is a probability that a public meeting will take place in 2023 for those residents interested and/or uncertain. Current water delivery provisions will cease October 2023 should no further progress be made.

Cole and Rocks Road Annexation

As the annexation process is now complete, customers can start being connected, beginning with those who have been waiting the longest and have already paid their fees. Staff has received a few encroachment permits, however work cannot start until the ground dries a bit.

New Water Source

GM Johnson and Director Holman met with representatives of the Aromas Community Center Foundation Park (ACCF) to discuss purchasing a permanent easement for the new well site. The ACCF group met on February 16th and decided not to accept the District's appraisal, and conveyed that they are not interested in providing any land to the District for a well site.

Salary Restructuring Request

Staff have requested that a salary survey be conducted to compare salaries for comparable roles at similar Districts, with a view towards salary restructuring. One of the Action Items tonight is to present the work GM Johnson and the Ad-Hoc Committee did for Board discussion and action.

C. Correspondence:

GM Johnson went through the monthly correspondence and answered questions regarding specific items. Questions the amount of correspondence related to new connections, especially from one individual. Also, there was some interest in other correspondence related to the building of an ADU and the need for fire protection.

IX. ACTION ITEMS

A. Consider discussing the request for the District to join the San Benito County Business Council, and providing direction to staff.

The Board continued their tabled discussion from last month. After the discussion, a motion was made by Director Norton to join the San Benito County Business Council on July 1, thus not expending any funds or time this fiscal year. Director Powers seconded the motion. The motion carried 3-2; with Directors Norton, Powers and Morris voting "Aye", and Directors Holman and Capron voting "Nay".

B. Consider approving the Salary and Position revision proposal for the District and providing direction to staff.

GM Johnson presented the results of the salary and position comparison analysis for the Board to discuss. These results had also been presented to the Ad-Hoc Finance Committee (Committee) for review and input. The Committee had previously approved the proposed changes, though they had not seen the final salary comparison numbers (those were received after the Committee meeting).

The results of the analysis included the reworking of two positions at the District from Administrative Services Officer to Management Analyst and Water Utility Specialist to Bookkeeper. Also presented as a part of the analysis was the disparity in salaries at the District with comparable positions at similar districts.

The matter was discussed by the Board and Director Holman made a motion to accept the RECOMMENDATION portion of the analysis presented, with Director Capron seconding. The motion carried unanimously, with all Directors voting "Aye".

C. Financial Reports for the Month of January 2023

Total Assets / Liabilities & Equity are \$16,289,680.38. In the P&L Report, Revenue for January was \$104,001.06. Total Expenditures were \$261,552.86 between January 18 and February 21, 2023.

On the graphical representation of the Profit and Loss statement, January's revenue was 8.7% higher than year-to-date budgeted revenue. January's Expenditures were 2.1% higher than year-to-date budgeted expenditures.

President Morris moved to adopt the Financial Reports as presented; seconded by Director Norton. With Directors Holman, Morris, Norton, Powers and Capron present, the Financial Reports were unanimously adopted.

XI. FUTURE MEETINGS & AGENDA ITEMS.

The next meeting date will be Tuesday, March 28, 2023, at the District office. Future agenda items will be an overview of the "Strategic Plan" and "Water System Capital Facilities Plan" (development in progress), and a Closed Session related to well site options.

XIV ADJOURNMENT. President Morris adjourned this meeting at 8:40pm.

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

Date: 3/28/23

Attest: [Signature]
Board Secretary, Robert Johnson

Date: 3/28/23