

Regular Meeting Minutes

REGULAR MTG. DATE & TIME

Tuesday January 16,2024 @ 6:30 p.m.

LOCATION

District Office 6850 Airline Hwy

PUBLIC COMMENTS DURING PUBLIC COMMENT PERIODS AND PUBLIC HEARINGS

During Public Comment, anyone may speak for a maximum of three minutes. For items on the agenda, members of the public have the opportunity to speak for a maximum of three minutes during the public hearing on that item.

• **CALL TO ORDER**

Director Schmidt called the meeting to order at 6:32 pm.

• **ROLL CALL**

Director Schmidt, Director Rule, Director Maroney, Director Spencer, Director Kelly were all present.

• **GUEST**

Christopher Hauge, Greg Alvarado, Yvonne Caporgno.

• **PLEDGE OF ALLEGIANCE**

Director Schmidt led the flag salute.

• **PUBLIC COMMENT**

Guest Greg Alvarado maintained that the board of a Water District does not require a Secretary/Treasurer. A secretary is a staff person not a board member. Furthermore, the Secretary/Treasurer must be bonded. He was really upset that this item was not on the agenda and will persist until the issue is resolved.

1. **MINUTES**

• **Approval of Regular Meeting Minutes of the December 19, 2023 regular meeting.**

Director Maroney motioned to approve the minutes of the December 19, 2023 meeting with the following corrections election of president motion carried 3-0, Secretary/Treasurer motion carried 3-0, Director Rule’s name is misspelled replace Adan to Adam. Director Rule seconded the motion. Motion carried. 5-0

2. **REPORTS**

FINANCE REPORT

• **Financials-** Accountant Yvonne Caporgno reported that she finished reconciling December 2023 bank statements. She indicated that there is a \$3,600 balance in regular checking and another \$12,923,000 in January 2024 deposits for a total of \$16,523,00. Revenue continues to come in as customers pay their bills. Additionally, there is approximately \$4,000 in checks that have not cleared since 2018. She will void these checks and credit the regular account the amount of \$4,000.

- **Bills for approval**- The Board was presented with a total of \$51,367.90 in bills for approval. Given that there is a total of \$16,523,000 reconciled in the regular checking \$14,653.74.00 of bills were approved by a motion Director Kelly and seconded by Director Rule. Motion carried 5-0. (*approved bills \$5,258 Brace Well Engineering, \$1,290.75 Bracewell Engineering, \$4,607.65 Infinity Staffing, \$1,720.00 Henningsen Construction, \$1,214.84 State Water Board hookup fees, \$562.50 Yvonne Caporgno*)
- **Checks for ratification**- Director Kelly motioned to ratify checks written for payment prior to the meeting in the amount of \$27,922.69 for December, seconded by Director Rule Motion carried 5-0

3. **DISTRICT OFFICE REPORT**

- **Reminder Notices/Delinquent Accounts/Shut off notices**
Office Manager reported four (4) late notices have been sent out. No shut offs in December 23. The well depth measurement of 39' for January 2024.
- **Maintenance one year anniversary October 30,2023/review.**
Director Maroney volunteer to sit with Alex for annual review.

4. **BOARD MEMBER'S REPORT**

- **Water System Planning/Consolidation Status Report.**
The Board members were presented with meeting notes from the meeting held on January 9,2024. Director Schmidt reported that everything is moving forward as scheduled.

5. **GENERAL MANAGER (QUARTERLY REPORT FROM BRACEWELL)** (*Jan, April, July, Oct*)

- **List of maintenance and repairs of district facilities**
A list of upcoming maintenance and repairs and some repairs in progress were presented to the Board of Directors by General Manager Chris Hauge. He also reported that often when Green Line schedules the hydro cleaning there is not enough time to notify residents. Director Schmidt instructed Office Manager to conduct research for a text messaging system, similar to what other utility districts are using, and bring results to the next meeting.

6. **OLD BUSINESS**

- **8515 Southside Road Repairs- FEMA Funding update.**
Office Manager reported that the district's application is at final review and will be forwarded to the state so that repairs can proceed.
- **Grease Trap Inspections**
Office Manager reported that the inspections were completed and there were no findings.

7. **NEW BUSINESS**

- **Granny Unit Inspections**
Office Manager reported that letters were sent to the addresses that Mr. Greg Alvarado had provided. The responses to those letters were included in the boards packet. The unit on 60 East Fifth Street states that their permit was issued February 2,2020, which is before the State Mandated Moratorium. On a motion by Director Maroney to allow 60 East Fifth Street to maintain the additional unit and charge the customer for an additional connection and seconded by Director Kelly. Motion carried 5-0.

Director Maroney stated that she has a second connection on what used to be her grandmother's canning porch. She willingly volunteered an additional base payment to the Water District for that second connection. Office Manager was directed to compose a notice to all customers regarding the Lead and Copper Rule issued by the State Water Board. The notice to include that staff will be conducting this survey on all units and connections. At that time staff can identify if there are additional units with water connections on each property inspected.

8. ADJOURNMENT

Adjourn to next Regular Meeting on Tuesday February 20, 2024 at 6:30. Director Kelly motioned to adjourn; Director Spencer seconded at 8:15 P.M. Motion carried 5-0.

Maria Fehl, Recording Secretary

Ed Schmidt, President