

Tres Pinos Water District

Regular Meeting Minutes

REGULAR MTG. DATE & TIME

Tuesday July 18, 2023 @ 5:30 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 5:37 pm.

- **ROLL CALL**

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

- **GUEST**

Greg Alvarado, Christopher Hauge (BEI), Yvonne Caporgno, Robert Gibson.

- **PLEDGE OF ALLEGIANCE**

Director Schmidt led the flag salute.

- **PUBLIC COMMENT**

Robert Gibson, Chair of LAFCO- He stated that before voting on action items public input is requested. Mr. Greg Alvarado voiced concerns regarding additional fire hydrants (small not used) at the Church.

- **ACKNOWLEDGEMENT OF AGENDA POSTING**

Office Manager acknowledged posting the agenda per the Ralph M. Brown Act requirements, on Thursday July 13, 2023.

- **APPROVE AGENDA**

Director Maroney motioned to move item #5 General Managers Report to line item #1, Audit status to #2 and Financials to follow as #3. Director Kelly Seconded. Motion carried 5-0

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

Chris Hauge reported that our State Water Boards representative Lora Lyons retired. The district's new State Representative Gloria Chapman, completed a sanitary survey and found that our current storage tank is inadequate and valve at water well is leaking. Cutting vegetation 100 feet at well for fire safety was optional. He further explained that his office is preparing a formal response to the findings. The response is due by August 10, 2023.

Chris notified the board that weed abatement is completed at tank and at well every 20th of June. A valve replacement at meter of 6750 F Street will be scheduled soon. Several homes will be affected while completing replacement valve. The operator will coordinate with district office staff.

The Waste Ponds and access road are in need of weed abatement and clearance, squirrel abatement, and aerator needs repairs that may be completed in house. The total cost for repairs and abatement is approximately \$650.00 dollars. On a motion by Director Kelly to approve the expense and seconded by Director Rule. Motion carried 5-0.

2. **REPORTS**

FINANCE REPORT

- **Audit Status- Paul Phan vial telephone conference reported:**

a. Processed years 2019,2020, and 2021.

Reviewed beginning balances, capital balance, capital assets, writing off construction in progress. Accounts Receivable one doubtful account should have been written off long ago.

The district needs a budget and follow the budget. The district needs a long-term goal and budget. A five-year plan and a ten-year plan need to be in place. This is an old system unable to sustain and keep doors open. Goals for 2023-2024 a plan on what needs to be done to keep doors open. Consolidation with another district is a most probable plan.

- **Budget for Approval**

Accountant presented a budget for approval. The budget is based on past years expenditures and for a total of \$92,000. On a motion by Director Kelly to approve the budget and seconded by Director Spencer budget for 2023-2024 was adopted. Motion carried 5-0.

- **Financials**

Yvonne Caporgno presented financials. Financials provided represent current revenue and expenses. Director Kelly expressed concern regarding the high cost of contract labor. The board would like to see the contract labor broken down by Water/Waste Water, Infinity Staffing/maintenance/admin, Bracewell regular contracted cost, extra cost, and other vendor i.e., Green Line, Granite Rock.

- **Checks Ratification**

Director Kelly motioned to ratify checks in the amount of \$26,707.85 Director Spencer seconded. Motion carried 5 -0.

- **Bills for Approval**

Director Rule motioned to approve invoices for payment in the amount of \$18,075.02. Director Spencer seconded. Motion carried 5-0.

3. **DISTRICT OFFICE REPORT**

- Reminder Notices/Delinquent Accounts/Shut off notices
Office Manager reported 4 delinquent notices and 1 shut-off notice posted, no shut-offs.
A copy of the Freeboard for the month of June was presented along with the well depth measurement.

4. **BOARD MEMBER'S REPORT**

- Water System Planning/Consolidation Discussion- There are three phases of the mega grant. In answer to guest Greg Alvarado's question Director Schmidt mentioned that there may be a \$12,000 hook up fee charged by Sunnyslope Water District. The project is scheduled to be completed by late 2026.

5. **MINUTES**

- Approval of Regular Meeting Minutes of July 18, 2023. By a motion by Director Maroney to approve the minutes with a correction to the dollar amount on invoices to be approved for payment be changed to \$11,403.24 which is the correct amount seconded by Director Spencer. Motion Carried 5-0.

6. **OLD BUSINESS**

- 8515 Southside Road Repairs- FEMA Funding update.
Director Schmidt and Office Manager met with FEMA representatives on July 14,2023. All requested documents have been uploaded to FEMA's grant portal. The district will be provided with an excel sheet to track expenses incurred related to this project. The board requested clarification as to what exact costs FEMA will cover.

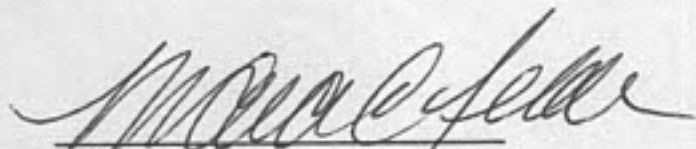
7. **NEW BUSINESS**

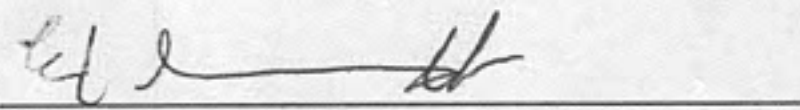
- Report from Resolution Committee.
Mr. Greg Alvarado reported that there are a few resolutions that are not signed. Also, resolutions are supposed to be filed with the County of San Benito. He has requested copies of filed resolutions from County Counsel. He will report as soon as he receives requested copies.
Director Maroney requested a procedure for when a resolution is warranted vs an ordinance.

Director Schmidt requested that the committee prepare a process for when a resolution or an ordinance is warranted.

8. ADJOURNMENT

- Adjourn to next Regular Meeting on August 15, 2023, Director Kelly motioned to adjourn, Director Spencer second at 7:33 P.M. Motion carried 5-0.


Maria Fehl, Recording Secretary


Ed Schmidt, President