

Tres Pinos Water District

Regular Meeting Minutes

REGULAR MTG. DATE & TIME

Tuesday September 19, 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 Kelly called the meeting to order at 5:32 pm.

• ROLL CALL

Director Rule, Director Maroney, Director Kelly were present. Director Schmidt and Director Spencer were absent.

• GUEST

Greg Alvarado, Yvonne Caporgno

• PLEDGE OF ALLEGIANCE

Director Kelly led the flag salute

• PUBLIC COMMENT

Public guest Mr. Alvarado stated that he has not had the opportunity to provide a draft of a resolution to use in the future.

MINUTES

Approval of Regular Meeting Minutes of the August 15, 2023.

Director Maroney motioned to approved the minutes with corrections to grammatical errors noted on the draft. Director Rule seconded the motion. Motion carried. 3-0

1. REPORTS

FINANCE REPORT

- Revised 2022-2023 Budget for approval-Tabled for next meeting.
- Financials- Yvonne Caporgno presented the balance sheet to board members. The balance continues to be negative.
- Bills for approval- Director Maroney motioned to approve invoices for payment in the amount of \$9,031.93, seconded by Director Rule Motion carried 3-0
- Checks for ratification- Director Maroney motioned to ratify checks written for payment prior to the meeting in the amount of \$21,727.55, seconded by Director Rule Motion carried 3-0

2. DISTRICT OFFICE REPORT

• Reminder Notices/Delinquent Accounts/Shut off notices

Office Manager reported 9 delinquent notices and 0 shut-off notice posted, no shut-offs.

A copy of the Freeboard for the month of August was presented along with the well depth measurement of 47'.

• ACKNOWLEDGEMENT OF AGENDA POSTING

Office Manager acknowledged posting the agenda per the Ralph M. Brown Act requirements, on Thursday September 14, 2023.

• APPROVE AGENDA

Director Maroney motioned to approve agenda as presented Director Rule Seconded. Motion Carried 3-0

3. **BOARD MEMBER'S REPORT**

- **Water System Planning/Consolidation Status/Timeline Report.**

The County's Public Works Director provided an email stating that the County of San Benito had received the signed agreement from the State Department of Water Resources.

4. **GENERAL MANAGER (QUARTERLY REPORT FROM BRACEWELL)** (*Jan, April, July, Oct*)
EXTRA: On August 9th, 2023; Bracewell Engineering on behalf of Tres Pinos Water District directed Greenline liquid waste company to clean and video the sewer main from above home 8525 to below home 8519. First, it has been verified that there are separate service laterals for 8525, and 8519; they are not connected. Above home 8525, the sewer line is newer and in good condition. Secondly, during the video it was discovered that there was a large root intrusion from a break in the clay pipe twenty-two (22) feet above the nearest manhole to the influent pit. Fifty feet downstream from manhole 8525, there is also separation of the clay pipe. Almost 50% of the one hundred and twelve (112) feet of clay pipe joints; from manhole 8525 to the last manhole before the influent pit have some root intrusion.

Bracewell Engineering recommends replacing the complete one hundred and twelve feet (112ft) of clay pipe with six-inch (6") of SDR 35 sewer pipe as soon as possible. Bracewell Engineering is looking into getting a quote for this work. Director Kelly asked Office Manager to follow up with Bracewell and begin gathering a quote for the repairs.

5. **OLD BUSINESS**

- **8515 Southside Road Repairs- FEMA Funding update.**

Office Manager reported that on September 5, 2023 site inspection occurred. Chris from Bracewell Engineering facilitated the inspection.

September 14, 2023, met with Jeff Berry our representative to finalize application, supporting documentation and submit for review.

- **6971 Airline Hwy Capping**

Office Manager reported that notice informing customer that they have 60-days to provide proof that they have cut and capped the additional hook up at the point of connection with the district facilities. Director Kelly suggested to offer another option to cut water at connection point visible and easily accessible for inspection. Leave sewer line at current cut and capped location add a 90 degree and put a box to cover or concrete incasement of 90-degree bend with threaded cap and accessible for inspection. Director Kelly volunteered to coordinate these efforts. After much discussion by the board and public on a motion by Director Rule and seconded by Director Maroney to offer customer a second option. Motion carried 3-0

- **Weed Abatement around fire hydrants**

Office Manager reported that she contacted three (3) landscape companies for an estimate. One responded stating they had submitted an estimate a while back and did not hear back from district. The other two (2) never responded. There is an account set up for the district at John Smith Road Landfill. Director Kelly stated that he and Director Rule may be able to work on clearing the fire hydrants on October 7, 2023.

- **Wrongful Water Connections**

Office Manager reported that wrongful connection at 6740 F Street-Code Enforcement had already been notified and the back unit has been restored (according to code enforcement/not district visual) there is no one living in the back unit.

6750 F Street- A notice was mailed to customer. A copy of the notice was provided to the board. The district has not received a response.

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• **Reading of Meters**

Office Manager reported that meters at 6991,7001,7011 are now uncovered and have been read. Meter at 8710 Southside Road open to the elements and needs to be relocated- our operator Bracewell Engineering has been recently notified of the need for a meter cover. Customer would like clarification as to why she is responsible for the cost or re-location of the meter.

• **District house, weeds & fire hazard**

Office Manager reported that she contacted three (3) landscape companies for an estimate. One responded stating they had submitted an estimate a while back and did not hear back from district. The other two (2) never responded.

Spoke with meter reader (Alex) and asked if he would be interested in helping district out with maintenance? Alex agreed. He would like the Board to know that initially there will be a lot of clocked hours on initial clean up. Hours will drop once it becomes regular maintenance.

District House Historical Society- Office Manager reported that she contacted the Historical Society regarding the District's House on South Side Road. The Historical Society is interested; however, they would like historical background on the house.

6. **NEW BUSINESS**

• **Maintenance Wage Requirements**

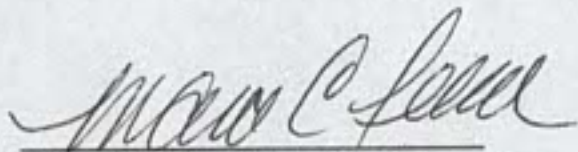
Office manager presented an email sent by the temporary agency stating that if we are requiring an employee to provide their own tools to complete their assigned job, then they must be paid 2x the amount of Minimum Wage. Since minimum wage is \$15.50/hr. we would be required to pay him \$31.00/hr. On a motion by Director Rule not to pay \$31.00 dollars per hour for maintenance seconded by Director Maroney. Motioned carried 3-0

• **LAFCO- Local Agency Formation Commission**

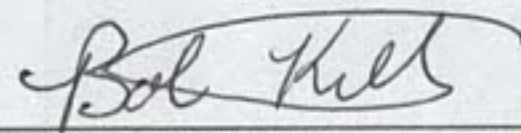
Office Manager reported that The San Benito Local Agency Formation Commission (LAFCO) has initiated a Municipal Service Review (MSR) for all special districts and cities that provide wastewater and/or recycled water in the County, which includes Tres Pinos Water District. Kickoff meeting is scheduled for September 25,2023 at 3:00 P.M. Office Manager intends to join in the meeting.

7. **ADJOURNMENT**

Adjourn to next Regular Meeting on October 17, 2023, Director Rule motioned to adjourn, Director Maroney second at 7:00 P.M. Motion carried 3-0.



Maria Fehl, Recording Secretary



Robert "Bud" Kelly, Vice-President