

Tres Pinos Water District

Regular Meeting Minutes

REGULAR MTG. DATE & TIME

Tuesday May 16, 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 5:35 pm.

• ROLL CALL

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

• GUEST

Greg Alvarado, Mike Howard, Yvonne Caporgno

• PLEDGE OF ALLEGIANCE

Director Schmidt led the flag salute.

• PUBLIC COMMENT

1. MINUTES

- Approval of Regular Meeting Minutes of April 18, 2023.

A motion made by Director Kelly to approve the minutes as amended, seconded by Director Spencer. Motion carried 4-0

2. REPORTS

FINANCE REPORT

• Financial Reports

Yvonne Caporgno presented the board profit and loss sheets. She stated that adjustment to needed to be made to balance sheet for credit card payments in order to make the balance sheet numbers actual. She will make an effort to make a balance sheet in excel to identify adjustments and provide actual numbers. A budget for approval will be presented at the next board meeting for fiscal year 2023/2024.

• Checks Ratification

Director Kelly asked that future reports to be presented in a color coded excel spread sheet giving a clear indication of the checks presented for ratification the previous month vs the checks presented for ratification current month. Director Kelly motioned to ratify checks in the amount of \$12,240.40 Director Maroney seconded. Motion carried 4 -0.

• Bills for Approval

Director Kelly asked that future reports to be presented in a color coded excel spread sheet giving a clear indication of the bills presented for approval the previous month vs bills presented for approval current month. Director Schmidt stated that moving forward bills for approval are to be placed on the agenda prior to checks for Ratification. Director Kelly motioned to approve invoices for payment in the amount of \$28,360.68 Director Maroney seconded. Motion carried 4-0.

• ACKNOWLEDGEMENT OF AGENDA POSTING

Office Manager acknowledged posting the agenda per the Ralph M. Brown Act requirements, on Thursday May 11, 2023.

• APPROVE AGENDA

Director Spencer motioned to approve agenda without modifications. Director Kelly seconded the motion. Motion carried 4-0

3. DISTRICT OFFICE REPORT

- Reminder Notices/Delinquent Accounts/Shut off notices
Office Manager reported 7 delinquent notices.
- State Safer Clearing House Drought Quarterly Drought Reports/Freeboard Update
An informational flyer from State Water Boards outlining information conservation recommendations
Office Manager also informed the Board that an on-line quarterly report is also required by the State Water Board. A copy of the Freeboard for the month of April was presented along with the well depth measurements.

4. BOARD MEMBER'S REPORT

- Water System Planning/Consolidation Discussion
Director Schmidt stated that there was nothing new to report. The meeting scheduled for April was cancelled. Director Schmidt indicated that everything would be in completed by 2026 in order to be in compliance with the grant. Director Kelly requested a timeline for intertie and grant process to be presented at the next Board of Directors meeting.

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

Freeboard- As of April 12,2023 Water District Staff have been reading and completing the freeboard chart. Monthly report presented.

6. OLD BUSINESS

- Board Training Update
Office Manager reported that Director Schmidt has not completed Ethics Training.
- Audit Status
Yvonne Caporgno shared an email she received from the Auditor. The email indicating short staffing issues has delayed the completion of the District's Audit. Director Schmidt directed Office Manager to request a 20% discount on the district's next two-year audit.
- 6971 Airline Hwy Status Update
Office Manager reported that she spoke with the districts legal counsel. Legal counsel recommends allowing the San Benito County Building Department to complete the process of stop work order. This will save the district costs associated with the process of capping the additional connection and shut-off. On a motion made by Director Kelly to send owner of 6971 Airline Hwy a 60-day notice to provide proof of capping of the second line or water will be shut-off. Seconded by Director Maroney. Motion Carried 4-0

7. NEW BUSINESS

- Customer- 3825 South Side Road-Agriculture Productive (AP)-Operate a part-time gunsmithing business out of owner's garage. (Action Item). Given that there are no additional connections requested Director Kelly motioned to approve quest for "part-time gunsmithing" seconded by Director Maroney. Motion carried 4-0.
- Customer 7011 Airline Hwy & 7001 Airline Hwy-Request to update existing.
Mr. Mike Howard requested permission to update/remodel two existing units located at 7011 Airline Hwy & 7001 Airline Hwy. Mr. Howard was asked to bring the remodeling plans for the two units for board review.

8. ADJOURNMENT

Adjourn to next Regular Meeting on June 20,2023, Director Kelly motioned to adjourn, Director Maroney second at 7:00 P.M. Motion carried 4-0.

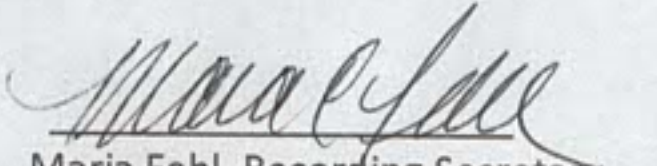
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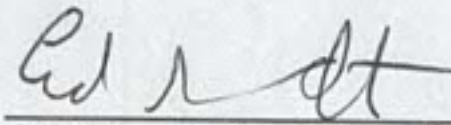
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District Office
6850 Airline Hwy


Maria Fehl, Recording Secretary



Ed Schmidt, President