

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
GREEN VALLEY COUNTY WATER
DISTRICT HELD MARCH 10, 2022**

The Regular Meeting of the Board of Directors of the Green Valley County Water District was called to order by President Phillips at the hour of 6:04 P.M. on March 10, 2022, at 16003 Spunky Canyon Road. Due to Covid 19, the meeting was held outside with masks and social distancing. The meeting began with the recitation of the Pledge of Allegiance.

Directors present were: Jeff McCracken, Dave Phillips, Bob Garth and Anthony Castaneda. Also, present were General Manager, Kevin Francis and District Secretary, Valerie Waidner. Director Randles was absent.

Item 5 Approval of Agenda

The President asked for a motion to approve the agenda. A motion was made to approve the agenda by Director McCracken and seconded by Director Castaneda and carried (4-0).

Item 6 Approval of Minutes

The President called for a motion to approve the Regular Meeting Minutes of February 10, 2022. A motion was made to approve the Regular Meeting Minutes of February 10, 2022 by Director McCracken and seconded by Director Castaneda and carried (4-0).

Item 7 Approval of Treasurer's Reports

The President called for a motion to approve the Cash Disbursements from 02-01-22 through 02-28-22 and to approve the Treasurer's Report of February 2022. A motion was made to approve the Cash Disbursements from 02-01-22 through 02-28-22 and to approve the Treasurer's Report of February 2022 by Director McCracken and seconded by Director Castaneda and carried (4-0).

The Grants Committee is continuing to work on the Small Community Drought Relief Program (SCDRP) grant applications for all 3 projects (hauling water, additional well and pipeline project). The hauling water grant application is ready to be submitted. However, the Committee has to make adjustments due to rising gas prices. The Well and Pipeline grant applications are still in progress. The Committee has contacted NV5 in Bakersfield to help with the Grant Application process and get assistance from a Hydrogeologist. The District sent all relative information NV5 requested about the project and the committee is currently waiting for a response back with a quote for their services.

Item 8 Public Comment and Non Agenda Items

8.1 Customer was concerned about high usage warning notice she received. She sent letters a few days prior to the meeting to both Director Phillips and Director McCracken about her situation so they were able to review beforehand. She informed the District, the reason her usage was high was due to a leak and provided an invoice to Director Phillips and Director McCracken. She also informed the District that she was having trouble getting ahold of her landlord which is why it took a while to get the leak fixed. Directors Phillips informed her because her usage is normally not so high, the District will put a note about the leak on her account. If another leak occurs she must inform the District of the leak and provide proof that the leak was fixed. However, if the leaks continue she can get

fined due to neglecting on the fixing of the pipes. Patchwork has a limited lifespan. The repair will be between her and her landlord.

There was a customer complaint filed against our General Manager a few days prior to the meeting. The customer stated her property was damaged while he collected his samples for testing. Her residence is a testing site the Division of Drinking Water has set up. The General Manager tests at this residence to make sure the District water is at top quality. The General Manager explained to her his process of the testing and after the explanation she was more understanding. Based on Juan Arriola recommendation, the Districts representative for the State Water Resources Control Board Division of Drinking Water, the District decided to relocate the testing site. The agreement between the customer and the Directors will be that the District will move the testing site to a new residence as long as she retracts her statement in writing. The customer agreed and the District Secretary will be in contact with her to retrieve that letter.

A customer asked for clarification regarding the Stage 4 Water Conservation Measure. Director McCracken explained that there is to be no use of District water to be used outside the home. Customers are installing tanks for landscaping and other personal uses. Using District water outside the home is strictly prohibited. The District water is limited and conserving water is of the utmost importance. A question was asked about bring water to horses and other livestock. Director McCracken said it is fine to bring water for horses or other livestock however the customer will need to pay for it. He did encourage installing tanks. Tanks could also help for this type of situation as well.

8.2 Director Castaneda has created a spreadsheet he would like to go over with the District Secretary. It will show how the District money is being used (in/out).

Item 9 Manager's Report

The General Manager presented his report to the Board. The report is attached hereto and is made a part of these minutes by reference.

The General Manager reported that Juan Arriola, the District's contact with the State Water Resources Control Board Division of Drinking Water will visit the District in a week or two. The General Manager is continuing to remodel the front office, which has been painted, and now on the final steps of project completion. His next step is to paint the trim.

The General Manager brought up that the District needs to update the late fee amount. Director McCracken asked the District Secretary to look into the inflations rate since 1980 for \$10.00. A Resolution will need to be created and this topic will be put on next months agenda to be discussed further.

He reported that the pumping levels are the same. However, the Aquifer is shrinking. The good wells are performing very well. The bad wells are performing unsatisfactory.

The Road Department is starting their paving project in August 2022. They are repaving San Francisquito Canyon Road to Elizabeth Lake Road MM 4.6.

Item 10 BOARD PRESENTATIONS

10.1 Resolution 03-22-___ (348 Commendation)

The President read the title of a resolution entitled:

"A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREEN VALLEY COUNTY WATER DISTRICT THANKING JUSTIN WELLER FOR THE GRACIOUS DONATION OF HIS TIME AND SERVICES AS UTILITY ASSISTANT."

Director Phillips read the full reading and adopt Resolution 03-22-348 by Director McCracken and seconded by Director Garth and carried (4-0).

10.2 Project Updates: Pipeline Project, Additional Well and Hauling Water
These projects were discussed in the Treasurer section under grants.

10.3 Review of Water Rates

This has been tabled for the time being. Rates will be change if the District starts hauling water.

10.4 Office Temporary Closed on Fridays

The District Secretary updated the Board on her progress and they asked for this to be removed from next month's agenda. Unfortunately, this process is slow. The District will continue to keep the office closed on Fridays while the District Secretary continues to organize the office.

10.5 AT&T Phone Bill

Director Randles contacted AT&T and was able to lower the phone bill from \$600 to around \$200.00 a month. The District does not need to look into this topic anymore and can remove this from next month's agenda.

10.6 Update on Switching Banks

Director McCracken and General Manager, Kevin Francis, have been added to the bank account. Director Randles will also be added soon. This topic will be removed from next month's agenda for the time being until District Secretary has more information about depositing checks from the office.

10.7 Update on Loan for Utility Vehicle

The Board has authorized Director Phillips to purchase a new Utility Vehicle up to \$20,000.00. Director Phillips must also inform the rest of the Board Members before purchasing the vehicle. The General Manager will research for a new Utility Vehicle. The loan from US Bank will be for 4 years @4.24%. The monthly payment will be \$453.73 a month. Director Phillips made a motion to approve the loan and the loan was approved by Director McCracken and seconded by Director Castaneda and carried (4-0).

10.8 Outstanding Accounts – Issuing Liens

The District Secretary has created a notice that will be mailed to all District customers informing them of the Public Hearing. The Public Hearing is in regard to adding water debt to customer's property taxes. The Board has reviewed and authorized the District Secretary to mail out the notice as soon as possible. The Public Hearing will be held at the next meeting, April 14, 2022.

10.09 Annual Customer Letter 2022

The District Secretary has created the Annual Letter and it will be mailed to all District customers with the notice for the Public Hearing. The Board has reviewed and authorized the District Secretary to mail out the letter. The CCR has been sent over to Juan Arriola, the District's contact with the State Water Resources Control Board Division of Drinking Water however has not gotten approval yet. Once CCR is approved it will be mailed by itself.

10.10 Camera Pointing at Counter

The District Secretary has had a few encounters with angry customers. For her safety and for proof, it was requested for a camera to be facing the counter when customers come in. The President called for a motion to approve the request and the motion to approve the request was made by Director McCracken and seconded by Director Garth and carried (4-0).

Item 11 Agenda Items for the Next Regular Meeting

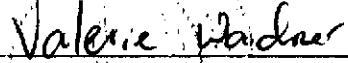
In addition to the regular agenda items, there will be an update on grants/projects, Discussion on late fees, 3rd Qtr Budget Report, Hearing for adding debt to property tax.

There being no further business, Director Garth made a motion which was seconded by Director Castaneda and carried (4-0), that the Regular Meeting of the Board of Directors of the Green Valley County Water District be adjourned. The meeting was adjourned March 10, 2022 at 7:30 P.M. The next regular meeting of the Green Valley County Water District's Board of Directors will be April 14, 2022 at 6:00 P.M.



David Phillips
President of the Board of Directors

ATTEST:



Valerie Waidner
District Secretary
(SEAL)