

MINUTES OF REGULAR MEETING
MAY 2, 2023
DISTRICT OFFICE

ROLL CALL:

Board President Rodriguez called the meeting to order at 5:08 P.M. Those in attendance: Director Rodriguez, Director Peranick, Director Valdez, Director Baroni, Director Gonzales, Frank Daniele, Neal Costanzo, Jason Franklin and JoAnn Vierra.

CONSENT CALENDAR: Minutes from Regular Meeting of April 4, 2023 & bills payable were accepted as presented.

PUBLIC ADDRESS: NONE
PUBLIC HEARINGS: NONE
NEW BUSINESS: NONE

DEFERRED BUSINESS:

7.1 Harrison Hughes/Provost & Pritchard was unable to be present for this meeting; however, he did provide a written update on the progress for the Water Meter Funding project and the Water Main Replacement project. Jason provided a summary of Harrison’s report, which is that both projects are proceeding as expected and are right on schedule. Frank will be reviewing the plans that P & P have provided for the first stage of the meter installation project.

CORRESPONDENCE: NONE

BOARD AND STAFF REPORTS:

9.1 Manager’s Report:

9.1.1 Jason reported that he & Frank met with Provost & Pritchard and Yamabe & Horn regarding providing Engineering services for the District.

9.1.2 The District has only received one quotation for the Water Shortage Contingency Plan, from Provost & Pritchard. Other firms that were solicited have not responded. The District is required to compile a Water Shortage Contingency Plan & it must be completed by July. Jason recommended that the Board approve Provost & Pritchard’s bid to create the plan for the District. Director Valdez motioned that the Board accept Provost & Pritchard’s bid; Director Peranick seconded. Vote was cast, with all voting in favor to accept Provost & Pritchard’s bid to create a Water Shortage Contingency Plan for the District.

9.1.3 Jason reported that the District will now be implementing an additional timekeeping measure for employees. This measure will be in the form of a timesheet which each employee will review for accuracy and sign off on at the end of each pay period. JoAnn will ensure that timesheets will be kept on file in the District office along with the other records that are currently kept.

9.2 Engineer’s Report: Frank will review plans & specifications that he just received for both the Water Meter project & the Water Main Replacement project and will provide the District with any comments..

9.3 Attorney’s Report:

9.3.1 Neal states a letter had been sent to Mr. Smith regarding 21’-0 driveway to the District’s well site (which is adjacent to Smith’s property). Neal received a revised Statement of Covenants from Smith’s office which revises the original agreement & now states that the District’s access to the well site would be thru Mr. Smith’s existing property. General discussion ensued, with the consensus being that this is not acceptable to the District. Neal will compose a response which will be sent to Smith’s office, with a 15-day response time included. Neal also stated that the Closed Session item on this agenda is no longer needed.

9.4 Board President’s Report: None

9.5 Director’s Report(s): None

10. ADJOURNMENT: Meeting adjourned at 5:22 p.m.

APPROVED BY :

DAVID RODRIGUEZ
BOARD PRESIDENT

RESPECTFULLY SUBMITTED:

JOANN VIERRA
DISTRICT SECRETARY