

NORTH SAN JOAQUIN WATER CONSERVATION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS

Lodi Grape Festival Grounds – Barrel Room
413 E. Lockeford Street, Lodi CA
Zoom - Teleconference Meeting

Monday, December 19, 2022

REGULAR MEETING MINUTES

**CONDUCTED BY TELECONFERENCE IN COMPLIANCE WITH GOVERNOR NEWSOM'S
EXECUTIVE ORDER RELAXING BROWN ACT REQUIREMENTS DUE TO COVID-19**

1. **Call to Order - Roll Call - Acceptance of Agenda** - The meeting was called to order by President Valente at 2:05 pm. A motion for the acceptance of the agenda and for the meeting on December 19, 2022, made by Vice President Flinn, second by Secretary Simpson. Motion passed unanimously 3/0/0.

President Joe Valente - Area 3
Vice President Tom Flinn - Area 2
Secretary David Simpson – Area 1
Treasurer Charles Starr – Area 4 - Absent
Director Marden Wilber – Area 5 - Absent

General Counsel Jennifer Spaletta
Special Counsel Roger Masuda - Absent
Daniel de Graaf – District Engineer
Deputy Secretary Shasta Burns

2. **Correspondence/Announcements-** Vice President Flinn announced that he will be leaving the board of directors and has sent a letter of resignation to President Valente. This will take place at the end of the January 2023.

3. **Action Items** Note: Votes recorded as: For/Against/Abstention (name)

A. Directors

1. Administer Oath of Office for Directors- General Counsel Spaletta presented the Oath of Office for Secretary Dave Simpson. Secretary Simpson took his official Oath of Office, and will present the Oath of Office for Director's Starr and Wilber at the next scheduled board meeting due to their absence.
2. Elect Chair, Vice Chair, Treasurer, and Secretary- Board will take action at the January board meeting due to the absence of Starr and Wilber. A motion to table action item until a full board is present made by Secretary Simpson, second by Vice President Flinn. Motion passed 3/0/0

B. CONSENT CALENDAR

1. Approval of the Minutes of the Regular Scheduled Board meeting on November 29, 2022
2. Consero Grant Activity report

A motion to approve Consent Calendar as presented in the board meeting packet made by Vice President Flinn, second by Secretary Simpson.
Motion passed 3/0/0

C. Financial Matters

1. Receive and File Corrected November 2022 NSJWCD Monthly Treasurer's Report and Summary of Accounts and Transfers – A motion to approve Corrected November 2022 NSJWCD Monthly Treasurer's Report as presented in the board meeting packet by Vice President Flinn, second by Secretary Simpson. 3/0/0
2. Receive and File December 2022 NSJWCD Monthly Treasurer's Report and Summary of Accounts and Transfers- A motion to approve December 2022 NSJWCD Monthly Treasurer's Report as presented in the board meeting packet by Vice President Flinn, second by Secretary Simpson. 3/0/0
3. Approve Payment of Bills- A motion to approve payment of bills listed on page 31 in the board meeting packet, listed as Summary of Bills made by Vice President Flinn, second by Secretary Simpson. Motion passed 3/0/0
4. Receive 20-21 Audited Financial Statements and Report of Independent Auditor – Presentation by Pauline Sanguinetti from Croce, Sanguinetti, and Vander Veen has presented the Audited Financial Statements for 2020-2021. Audit available upon request. A motion to receive and file 2020-2021 Audited Financial Statement and Report of Independent Auditor made by Secretary Simpson, second by Vice President Flinn. Motion passed 3/0/0

D. System and Projects

1. Engineer's Report

i. North System – WGA has prepared Draft Inspection Report of the North System for review by staff and is currently developing draft project alternatives and an alternative evaluation matrix. WGA is preparing for upcoming landowner meetings and have been attending and providing updates at progress meetings.

ii. South System – Construction is complete, and the system is operational pending final calibration of the flow meter at the pump station at Tretheway Road and Brandt Road. Final testing will be done when there is sufficient water available to run and perform final calibration of the flow meter. Sierra Controls is working on a proposal for the automation, flow measurement and SCADA for the South System Improvements – Phase II project and plan to have that completed for consideration at the January board meeting. Phase III of the South System Improvements are currently in the planning stages with the award of \$2.89 million through the IRWM Grant Program. A motion to accept bid from Arnaudo Construction submitted the District Engineer deGraaf on December 15, 2022 and presented to the board, made by Vice President Flinn, second by Secretary Simpson. Motion passed 3/0/0

1. South System Improvements Phase II RFP – RFP's were collected at the District office on December 15, 2022.

2. Handel Lateral – Grant application for the Handel Lateral Project is in its final stages. Coordinating with landowners and scheduling two workshop meetings to go over proposed project with landowners in December and January. Survey is scheduled to take place this week and following completion there will be a preliminary set of design plans and begin working towards a complete project that is ready to go out to bid in 2023.

iii. Dream Project- Temporary crossing was installed on Monday October 24. Flushing was completed on Thursday, October 27. Another flush that was

required for water quality testing was conducted on Friday, October 28. Permanent Bear Creek crossing permit has not been approved at this time. Timing of the permanent project is pending PG&E completing installation of new electrical service. Sierra Controls is working to finalize the package for SCADA equipment for this project, installation is pending PG&E completing installation of the new electrical service.

iv. Cal-Fed/Woodbridge – Recent storms additional flows in the river have allowed for operation of the Cal-Fed pump and Costa Recharge project. Director Simpson reported that approximately 79.7 acre-feet have been applied so far. Anticipate being able to continue to operate the Cal-Fed pump but will continue to monitor river flows and pump when water is available. Sierra Controls has prepared a proposal to install flow and water level measurement equipment that will be integrated into the NSJWCD SCADA system.

v. Tracy Lake ID –Began operating on Monday, December 5, 2022 and as of Wednesday, December 14, 2022 approximately 112.5 acre-feet has been diverted into Tracy Lake. Sierra Controls has prepared a proposal to replace the existing Tesco automation and controls which does not function with Sierra Controls automation and SCADA equipment that will be integrated with the NSJWCD SCADA system and offer remote monitoring and control of pump station as well as remote lake level monitoring. Staff gauges were installed on Friday, December 2, 2022.

vi. Tecklenburg Recharge Basin – Preparation of preliminary site plan and Engineers estimate for the project to be completed by the December board meeting. Discussions with adjacent landowners are ongoing for planning and acquisition of permanent easements for the project.

1. Authorize Survey of Property Corners and Access Easement – General Counsel Spaletta reviewed that a draft purchase and sale agreement has been sent to Tecklenburg’s to review. Survey work will be done for access easement purposes. A motion to have Quartaroli and Assoc. perform survey work recommended by General Counsel Spaletta made by Secretary Simpson, second by Vice President Flinn. Motion passed 3/0/0

2. Discussion

i. Obtaining services from Stockton East Water District - Secretary Simpson discussed working with Stockton East Water District (SEWD) for basic operational services. Justin Hopkins, GM SEWD, and Secretary Simpson will meet to get a new agreement for weed control, operation of pumps and inspections. Will update at the January board meeting.

E. Sustainable Groundwater Management Act/ GWA Activity –

1. Well verifications – No update at this time

F. 2022/23 Groundwater Charge –

1. Roll corrections and appeals- Few minor changes that have been corrected. Final roll will be done by the next scheduled meeting, and appeals are coming to a halt at this time.

2. Direct Billing – A few direct bills have been received to the district PO Box, and will be deposited into the new County Groundwater Charge account.

G. Strategic Plan Activity

1. Staffing –

i. General Manager Job Description and Recruitment Strategy – Petrea

Marchand reported on the current process for recruitment for General Manager. The subcommittee on staffing has met to discuss General Manager duties, salary, and benefits. Review of Staff Report in board meeting packet as attachment 7. A motion to approve recommendations 1-7 as presented in the staff report in the board meeting packet made by Vice President Flinn, second by Secretary Simpson. Motion passed 3/0/0

2. Outreach

- i. February 15, 2023 4:30pm Town Hall Meeting
- ii. Newsletter- Being mailed this week.

3. Website/Branding Budget – Discussion at the January board meeting.

H. Landowner Communications – South System landowners Eric Leffler and Larry Mettler will be contacted by Daniel deGraaf.

I. Board Planning Calendar- Nothing to report at this time.

4. Director and Staff Reports

A. President's Report – No report at this time.

B. General Counsel Spaletta – Staff will make the necessary steps to move forward with Vice President Flinn resignation.

C. District Manager/Engineer – No report at this time.

D. Consero Solutions – No report at this time.

E. Committee Reports – No report at this time.

F. Other – No report at this time.

5. **Public Comment** – Update from Woodbridge Irrigation District Board President Bill Stokes.

6. **Closed Session** – The Board entered closed session at 4:25 PM, came out of closed session at **4:30 PM** and returned to Open Session. President Valente reported there was no reportable action in Closed Session.

7. **Adjournment** - Motion to adjourn the NSJWCD Regular Meeting on December 19, 2022 made by Vice President Flinn, second by Secretary Simpson. Motion passed 3/0/0. Meeting adjourned at 4:30 PM.

The next regular scheduled Board Meeting January 30, 2022, from 2:00 PM - 4:00 PM. Location and method TBA due to COVID-19 Executive Order.

The above minutes of the North San Joaquin Water Conservation District Board of Directors Meeting of December 19, 2022.

Respectfully submitted:

Shasta Burns, Deputy Secretary