

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

Teleconference Meeting

**Monday August 31, 2020**

**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 2:03 pm. A motion for the acceptance of the Agenda and to move Action item "H" to discuss after Action items A & B, for the meeting of August 31, 2020, made by Treasurer Starr, second by Vice President Flinn. Motion passed unanimously 5/0/0.

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

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

2. **Correspondence/Announcements-** Correspondence received via USPS was reviewed by President Valente and Secretary Simpson. The winner of the Newsletter Quiz drawing is Steven Combs. The winner will also be posted on the Districts Instagram account and on the District's webpage, and will be notified after today's meeting. Secretary Simpson reported a web site contact and follow up call from Chuck Hammond, farmer in the District. Hammond is interested in assisting NSJWCD with water supply and delivery.
3. **Action Items** Note: Votes recorded as: For/Against/Abstention (name)
  - A. Approval of the Minutes of the Regular Meeting on July 27, 2020 – A motion to review and approve the Minutes of the Regular Meeting made by Secretary Simpson, second by Treasurer Starr. Motion passed unanimously 5/0/0
  - B. Financial Matters
    - a. Receive and File NSJWCD Monthly Treasurer's Report– Monthly Treasurer's Report in the board meeting packet was reviewed. A motion to review and approve NSJWCD Monthly Treasurer's report for the month of May and to write a warrant to transfer \$50,000 from the County account into the NSJWCD General Checking account, made by Vice President Flinn, second by Secretary Simpson. Motion passed unanimously 5/0/0.
    - b. Receive and File TLID #1 Monthly Treasurer's Report – Reviewed Monthly Treasurer's Report. A motion to review and approve the TLID #1 Monthly Treasurer's Report, made by Secretary Simpson, second by Vice President Flinn. Motion passed unanimously 5/0/0.
    - c. Receive and File ID #3 Monthly Treasurer's Report – Reviewed Monthly Treasurer's report. A motion to review and approve the ID #3 Monthly

Treasurer's Report made by Secretary Simpson, second by Treasurer Starr.  
Motion passed unanimously 5/0/0.

- C. Review Water Supply Conditions and Operations – General Counsel reviewed that there no water available under the Districts Water Right. EBMUD is still trying to shape their fall pulse flow, and will update again in September.
- D. South System Projects -
  - a. Pump Station Project Status Report – Daniel de Graaf reviewed status report sent in an email prior to the Board Meeting to the Directors. All installations written in the original contract have been installed.
  - b. Brandt/Tretheway Project – Sierra Controls Contract – Daniel de Graaf reviewed contract and package details to run the system. Box is currently installed. The next step will be submittal for the gates, and a tentative completion date will be December or January. This will include flow meters and automation for a complete project. A motion to approve payment bond for \$1,331 for Sierra Controls made by Secretary Simpson, second by Director Wilber. Motion passed unanimously 5/0/0
  - c. East Side Ditch Project – General Counsel reviewed letters received back from landowners along the ditch and will schedule some time in the field to review. Borra Custom Farming has completed the first portion of the ditch cleaning.
  - d. Dream/Pixley Pipeline RFP for Phases 1 and 2 – President Valente stated he would not participate in this item due to potential conflict of interest. Daniel de Graaf reviewed RFP that has been posted and sent out.
- E. Pump Station Maintenance Report – Daniel de Graaf reviewed Tracy Lakes in pump station maintenance report, and would like to submit a proposal to landowners and will bring back to the board for approval at the September board meeting. Department of Fish and Wildlife has approved the tree removal at the Tracy Lakes site. All other Pump Stations reviewed in Board Meeting packet.
- F. **Resolution 2020-04** Regarding the 2020 Operations and Maintenance Assessment for Tracy Lakes Improvement District – General Counsel reviewed Operations and Maintenance Assessment for Tracy Lakes Improvement District yearly resolution resented in the Board Meeting packet. A motion to approve Resolution 2020-04 Regarding the 2020 Operations and Maintenance Assessment for Tracy Lakes Improvement District made by Treasurer Starr, second by Secretary Simpson. Roll Call vote: Wilber; Aye, Starr; Aye, Simpson; Aye, Flinn; Aye, Valente; Aye. Motion passed unanimously 5/0/0
- G. Bureau of Reclamation WaterSmart Grant – Water Use Efficiency Program
  - a. **Resolution to apply 2020-05** – General Counsel reviewed Water Use Efficiency Program and recommended repackaging application for resubmit under different WaterSmart Grant opportunity. A motion to repackage application and to resubmit under a different WaterSmart Grant Opportunity Resolution 2020-05 and define option 3 in memo presented by General Counsel Spaletta, made by Director Wilber, second by Vice President Flinn. Roll Call vote: Wilber; Aye, Starr; Aye, Simpson; Aye, Flinn; Aye, Valente; Aye. Motion passed unanimously 5/0/0
- H. Discuss Strategic Plan Process/Public Outreach, Action as Necessary – Action item discussed after financial report. Petrea Marchand from Consero Solutions joined our teleconference call and presented Strategic Plan Process/Public

Outreach in draft stages. Director comments were addressed and general discussion of next steps were recommended. A motion to approve to proceed with the Strategic Plan strategy and public outreach, made by Secretary Simpson, second by Treasurer Starr. Motion passed unanimously 5/0/0

- I. Landowner communications - Newsletters have been mailed, South System Landowners letters have been mailed and waiting to hear feedback at this time.
  - J. Sustainable Groundwater Management Act- No update at this time.
  - K. Director Elections for 2020 – Secretary Simpson reviewed the 2020 election process. There were two applicants, both incumbents, for the two vacant positions on the Board. The election will not appear on the ballot, saving the District an estimated \$40,000. The Board of Supervisors will make appointments after the election is certified, probably in December of this year.
  - L. SJFB Specialty Crop Technical Assistance Hubs Grant Application Letter of Support – Secretary Simpson reviewed support letter written and attached in the Board Meeting packet.
  - M. Discussion of Revised Board Policy Manual – President Valente addressed preferences, edits, and what he would like to see in the next draft. Checklist page of government requirements of what is due and when was suggested. General Counsel reviewed model presented. All comments are welcome to incorporate, and hopeful to present a formal draft for public review and comments at the September Board Meeting.
- 4. Director and Staff Reports**
- A. President’s Report – No report at this time
  - B. General Counsel Spaletta – Deputy Secretary Burns and General Counsel met with accountant to review general ledger items in the new fiscal year budget.
  - C. District Manager/Engineer – No report at this time
  - D. Committee Reports – No report at this time
  - E. Other – Secretary Simpson is working on new signage for pump stations.
- 5. Public Comment – No public comments at this time.**
- 6. Closed Session – There is no Closed Session at this time.** General Counsel reviewed information regarding closed session items during open session.
- 7. Adjournment - Motion to adjourn the NSJWCD Regular Meeting by Vice President Flinn, second by Director Wilber. Meeting adjourned 3:35 PM. Motion passed 5/0/0.**

**The next regular scheduled Board Meeting September 28, 2020, 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 August 31, 2020.

Respectfully submitted:

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Shasta Burns, Deputy Secretary