

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

Teleconference Meeting

Monday March 30, 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 2:00 pm. A motion for the acceptance of the Agenda for the meeting of March 30, 2020, made by Secretary 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
Special Counsel Roger Masuda - Absent
Daniel de Graaf – District Engineer
Deputy Secretary Shasta Burns

2. **Correspondence/Announcements-** Correspondence received was reviewed by President Valente.

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

- A. Approval of the Minutes of the Regular Meeting on February 24, 2020 – A motion to approve and file the Minutes of the Regular Meeting by Director Wilber, 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 was reviewed in the board meeting packet. A motion to receive and file the NSJWCD Monthly Treasurers report for the month of February made by Vice President Flinn, second by Treasurer Starr. Motion passed unanimously 5/0/0

- b. Receive and File TLID #1 Monthly Treasurer's Report – Reviewed Monthly Treasurers report. A motion to receive and file the TLID #1 Monthly Treasurer's Report and Amend February 2020 Treasurers Report with corrected amounts paid, 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 Treasurers report. Second annual installment payments have been received with the exception of one landowner. A motion to receive and file the ID #3 Monthly Treasurer's Report made by Treasurer Starr, second by Director Wilber. Motion passed unanimously 5/0/0

d. Seek Authorization to auto- pay PG&E, Monthly Office Rent, and AT&T - A motion to proceed with monthly auto payments to PG&E accounts, Monthly Office Rent, and AT&T made by Treasurer Starr, second by Director Wilber. Motion passed unanimously. 5/0/0

e. Engagement Agreements with Zamora accounting firm – Brief details regarding Tolson, Poore & Zamora yearly services. Board has authorized prior years services in an engagement agreement letter. A motion to update and authorize Engagement Agreement made by Director Wilber, second by Vice President Flinn. Motion passed unanimously. 5/0/0

C. Review TLID Operations and Budget Status- General Counsel reviewed flows in the river below Camanche Reservoir. TLID Pump started March 17, 2020 and pumps approximately 30 acft/day. Information discussed regarding acre feet that went into the lake during the 8-day period of running the system. Counsel's recommendation to run for an additional 24 hours before April 1st Diversion Rights start. No objections from the board to run the pump for additional hours. General Counsel is working to complete true up report for system, and operational expenses the for 2020 annual budget. Data recorder is functioning at this time. Downloading daily diversion values and recording at this time. Waiting on Tesco to update software at this time for historical data downloading. A quote will be brought back to the board and property owners for tree removal along the gravel road for safety purposes.

D. Review Improvement District #1 Warrant Payment Schedule – Pre-approved Principal Warrant Payment Schedule is due on April 15, 2020 and will be automatically deducted from Farmers & Merchants Bank Account.

E. Review Status of South System Pump Station Construction – Engineer Daniel de Graaf reviewed status of installation of electrical and physical components due to be completed in the next 3 weeks. Sierra Controls will follow the electrical. Completion date will be approximately middle to end of May.

F. Discuss Strategic Plan Process – General Counsel updated board on whole package details and will defer until April board meeting.

G. Review Form 700's - All Form 700's are completed and filed. All will be available at the District Office. Secretary Simpson will submit a completion report to the County

H. Groundwater Sustainability Plan Annual Update – General Counsel reviewed that the consultants for the sub-basin will be submitting the plan update on April 1, 2020

4. Director and Staff Reports

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

B. General Counsel Spaletta – Annual water right report for the Permit is due April 1, 2020 and will be submitted.

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

D. Committee Reports – No report at this time

E. Other – No reports at this time.

5. Public Comment – No comments at this time

6. **Closed Session** – The Board ended the Regular Meeting teleconference call and moved into closed session at 2:36 PM on March 30, 2020. Board members called into the Closed Session on a second, separate teleconference call. The Closed Session conference call ended at 3:03 PM. Having ended the open session conference call, there was no way to re-open the regular meeting and report on action taken. There was no reportable action and this will be reported during the next open session.
7. **Adjournment** - Motion to adjourn the NSJWCD Regular Meeting by Vice President Flinn, second by Treasurer Starr, motion passed 5/0/0. Meeting adjourned 3:04 PM.

The next regular scheduled Board Meeting April 27, 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 March 30, 2020.

Respectfully submitted:

Shasta Burns, Deputy Secretary