**MINUTES**

**The Pixley Public Utility District held a Regular Board Meeting on the 2nd day of November 2020 at the Pixley Public Utility District Office.**

It was there determined that a quorum was present with the following Board Members present: Bob Chandler, Ramon Cisneros, Roger Ward and David Terrel. Board Member Ronnie Prine were absent. Also present were Jennifer Blevins; District Office Manager, Randy Masters; Chief Operator; Charlotte Eanes; District Office Assistant, Blain Shelton, District Maintenance, Chad Lew, Attorney for the District, Don Tucker of 4 Creeks, and Joel Munoz and Eric Kwong from the Pixley Union School District. District Engineer; Michael Taylor and David Degroot of 4 Creeks were telephone conferenced into the meeting.

**Meeting was called to order at: 6:30p.m.**

**Minutes:** The minutes of the October 5th Regular Board Meeting and the October 12th and 26th Special Board Meetings were submitted for review. On motion of Ramon Cisneros and second by David Terrel and a unanimous vote the minutes were approved as submitted. Motion Carried.

**Bills to be paid:** On motion of Roger Ward and second by Ramon Cisneros and a unanimous vote the following bills were ordered paid. **See Exhibit “A”.** Motion Carried.

**Public Comments:** N/A

**CLOSED SESSION – N/A**

**Conference with Labor Negotiators (Government Code Section 54957.6) Unrepresented Employees: All Employees**

**Public Employee Appointment (Government Code Section 54957(b)(1))**

**The Board re-convened back to open session at: 8:00 p.m.**

**No report on closed session.**

**Tait Property**

* **Discussion, consideration and potential action regarding real property owned by the District located at 931 S. Main Street, Pixley CA. 93256 (Tait Property), the use thereof, and whether do declare said real property as Surplus Land.**

On motion of David Terrel and second by Roger Ward and a unanimous vote the Board declared the Tait Property surplus property and directed Attorney for the District; Chad Lew to move forward with possibly selling the property. Motion Carried.

**Joel Campos/Will Serve/Pine Street/APN 299-101-017**

* **Consideration, discussion and possible action on will serve letter for APN 299-101-017**

Mr. Campos was not present at meeting. No Action.

**Joel Munoz/Director of Maintenance & Operations Pixley Union School District**

* **Consideration, discussion and possible action on possibly mounting antennas on the water tower to be able to provide internet service to Pixley School students.**

Joel Munoz and Eric Kwong were present from the Pixley Union School District to give a presentation on possibly mounting antennas on the water tower to be able to provide internet service to Pixley School students. The Board directed Chad Lew; Attorney for the District to reach out to AT&T to see if this would be possible since there already have equipment on the tower.

**Miguel Sanchez/Will Serve for 952 E. Court Avenue/APN 299-014-007**

* **Consideration, discussion and possible action on a will serve letter to build a second home on his property at 952 E. Court Avenue in Pixley.**

Mr. Sanchez was not present at meeting. No Action.

**Provost & Pritchard/Development Update and Report Active Items**

**Remaining Available Water Units - 133 units**

**Will Serve Letters**

**Elm Street – Medrano (5-16-19) 1**

**1575 N. Park (5-28-19) 1**

**1224 E. Terra Bella Ave. (6-24-19) 1**

**Walnut – Romero (09-17-19) 2**

**521 Walnut – Coronel (10-8-19) 1**

**Mercado – Walnut (11-19-19) 1**

**Orneles – 270 W. Court Ave. (12-20-19) 3**

**Mata – 1021 S. Walnut (2-4-20) 1**

**Navarro – 637 W. Compton (6-29-20) 1**

**Remaining Available Water Units 121 units**

**Easement for Water and Sewer**

* **Offer of easement to the Pixley PUD from Sergio Romero. See Attached.**

**Recommended Action: Accept the easement and cause to have the easement recorded with the County of Tulare**

District Engineer; Michael Taylor stated that he would need a copy of the recorded easement.

**Infrastructure Planning**

1. **Well and Waterline Replacement Project**

**Near term activity for November:**

**Work will focus on the drilling of Well 6 and installation of pipeline in Terra Bella.**

**Recommended Action: Authorize submittal of progress payment reimbursement requests to the State and USDA. Authorize submittal of the reimbursement request of the State portion to RCAC for interim funding until reimbursement is received from the State.**

**Capital Facility Plan**

**A draft of the updated Capital Facility Plan will be provided under separate cover.**

District Engineer: Michael Taylor provided a draft Capital Facility Plan for Board review and comments. Action on plan will take place at the December or January meeting.

**Funding Assistance Application**

**Interim Emergency Drinking Water and Drought Related Drinking Water Funding**

**The District has submitted an Application to the State on June 30, 2020 for interim emergency drinking water facilities review.**

**TCP Planning Grant Applications to the State Water Resources Control Board**

**Well #5**

**The Application has been submitted to the State for processing on June 23, 2020.**

**Well #3A**

**The Application has been submitted to the State for processing on June 23, 2020.**

**Well #2A and #4**

**The Application has been submitted to the State for processing on June 23, 2020.**

**IRWM Grant to Evaluate Improving the Water Line North of Court along Park**

**The work is complete. Due to availability of funding for the project, additional work is being performed to improve the conceptual layout.**

**Recommended Action: Board’s Pleasure.**

**Water Reclamation Agreement**

**Junio Farms has requested that the District consider an early termination to the existing Reclamation Agreement. A memorandum regarding the subject with recommendations was sent to the District earlier in June for consideration.**

**Recommended Action: Board’s Pleasure.**

**Nitrate Control Program Notice to Comply**

**Progress to date:**

**Initial data gathering has begun. It is anticipated that a report will be submitted for Board consideration at the November meeting**

**Recommended Action: Board’s pleasure**

**Tule Basin Water Quality Coalition – Water Fill Station**

**The Tule Basin Water Quality Coalition is requesting to enter into an agreement with the Pixley PUD for the installation and operation of a water fill station. The proposed location is the southeast corner of the tank site on School Street north of Terra Bella. An exhibit has been submitted for review. An example agreement has been submitted for comment and consideration.**

**Recommended Action: It is recommended that the Tule Basin Water Quality Coalition submit a formal written request to the Pixley PUD for consideration.**

Don Tucker and David Degroot were present to review a few details for the Water Fill Station including providing a preliminary site plan, a draft agreement and a request for a service connection. They also stated that the Fill Station will have a filtration system added. On motion of Ramon Cisneros and second by David Terrel and a unanimous vote the Board directed Chad Lew; Attorney for the District to move forward with project agreement. Motion Carried. Also on motion of David Terrel and second by Roger Ward and a unanimous vote the Board consented to authorize and execute the building permit for the project. Motion Carried.

**Tools & Maintenance:**

Chief Operator; Randy Masters reported that the District is still waiting for Westech to get the sprocket and replacement chain for the WWTP so that Lyles will be able to install them.

**Other Matters:**

* **CAPITALIZATION POLICY/CAPITALIZATION THRESHOLD**
* **Consideration, discussion and possible action on raising the Capitalization threshold from $500.00 to $2,500.00.**

District Office Manager; Jennifer Blevins informed the Board that District Auditors recommended raising the Capitalization threshold from $500.00 to $2,500.00. On motion of David Terrel and second by Ramon Cisneros and a unanimous vote the Board approved raising the Capitalization threshold from $500.00 to $2,500.00. Motion Carried.

* **DESTINY KNOX/617 WEST COMPTON/APN 298-060-026**

Chad Lew; Attorney for the District will have a closed session item next month to discuss this item.

**Board Member Communications:** N/A

**Adjournment: There being no further business before the Board the meeting was adjourned at 7:43 p.m. on motion of Roger Ward and second by David Terrel.**

**Respectively submitted  
Jennifer Blevins  
Secretary/Clerk**