

Minutes

The Pixley Public Utility district held a Board Meeting on the 2ND day of February 2026 at the Pixley Public Utility District

- It was determined that a quorum was present with the following Board Member present Ronnie Prine, Ramon Cisneros, Jose Moreno, and David Terrel. Present as well were Amanda Rodari; Office Manager, Robert Masters; Operations Supervisor, Kc McPhetridge OIT; Chad Lew; District Counsel, Maija Madec; District Engineer, Jeffrey Olin; adverse possessor of a Pixley Property, and Humberto Vargas; Stantec Inc.

1. The meeting was called to order at: 6:30pm

2. Minutes

- The minutes of January 5, 2026, Board Meeting were submitted for review. On the motion of Jose Moreno and seconded by David Terrel and a unanimous vote the minutes were approved as submitted. Motion Carried.

3. Bills to be Paid

- On motion of Jose Moreno and seconded by Ramon Cisneros and a unanimous vote the following bills were ordered paid. See Exhibit "A". Motion Carried.

4. Public Comments

- N/A

5. Lavinder Singh – American Motel

- **Discuss potentiality of a bill reduction due to business not currently operating.**
- Lavinder Singh was not in attendance at the meeting to discuss item with the Board.

6. Kirk Masters – Pixley Irrigation/Lower Tule Irrigation

- **Sustainable Groundwater Management Act (SGMA)**
- Operations Supervisor Rob Masters reported on behalf of Kirk Masters that they were able to meet with the State last week, however there are no updates to report.

7. Provost & Pritchard

1) DEVELOPMENT UPDATE AND REPORT ON ACTIVE ITEMS

a) Available Water Units	110
• Will Service Letters	
• Thandi/Singh – 174 Court (12/22, 1/24, 3/25)	24
• Ayon – 565 Walnut Avenue (1/24, 3/25)	1
• Jacobo – 156 Pine (3/24, 3/25)	1
• Valdovinos – 1086 Market (7/24)	1
• Galvan – 105 Airport (12/24)	1
• Orellano – 782 S Main (2/25)	1
• Martinez – 656 W Bradbury (5/25)	1
• Terrel – 426 W Terra Bella (5/25)	2
• Correa – Tract 7445 (7/25)	18
• Medical Draw Station (9/25)	0 (existing service)

- **Remaining Available Water Units**
- Projects in *italics* have expired. Recommend sending notification letters indicating that extension requests are necessary. Projects in ***bold italics*** have applied for extensions. Projects in **bold** are new projects. Projects ~~*struck out*~~ have been constructed.

b) Pixley Medical Clinic Expansion

- **Pixley Medical Clinic is proposing an expansion. The Medical Clinic developers have indicated that they plan to submit plans for undergrounding of the SCE utilities within the adjacent PPUD property. If the Medical Clinic submits an updated proposal to connect underground conduit to PPUD, then PPUD will review, and route said proposal to AT&T and T-Mobile for review and comment with respect to the existing onsite lease agreement.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported there are no new updates regarding this item. She has not heard from them in a few months. It was decided to remove this item from the Agenda until they reach back out again regarding moving forward with their plans.

c) Valdovinos (1086 Market Street) – Will Serve Extension

- **Water/Sewer service is requested for a proposed warehouse. Conditions of the previous will-serve letter have not been addressed. Improvement plans are required to show water and sewer service locations, and the extension of the sewer main to the subject property, prior to providing a will-serve extension.**
- District Engineer Maija Madec reported that Mr. Valdovinos reached out last week asking for help or direction on how to move forward with the items needed to the Will Serve Extension. Maija directed them to their site development team.

d) 105 Airport Road - Will Serve Extension Request

- **Water/Sewer service is requested for a single home residence on the property located at 105 Airport Road. PPUD currently provides water to 107 Airport Road through an Out-of-District Water Service Agreement. A conditional will-serve letter was approved in December 2024 but has since expired.**
- **Recommended Action: Approve Conditional Will Serve Letter to 105 Airport Road**
- District Engineer Maija Madec reported that a request for a Will Serve Extension was submitted for 105 Airport Road. After some discussion regarding the property, on motion by Ramon Cisneros and seconded by David Terrel and a unanimous vote it was approved to grant the conditional will-serve letter extension subject to the revision of the letter be that it is the owner's responsibility to have LAFCo approval to be served outside of the PPUD district.
Motion Carried

2) INFRASTRUCTURE PROJECTS

a) Drought Relief Grant from the Department of Water Resources – Well 4A

- The well pump and discharge piping have been installed, and site work is nearly complete. The contractor has been working on testing pump rotation, scheduling of generator source testing, Air Board inspection, and electrical and control items. Site surfacing and punch list items, as well as project startup activities are planned for completion by the end of the month.
- An inspection with DDW is scheduled for February 12, 2026.
- The project was initiated in 2022 for the purposes of replacing the water main in a portion of Elm and to replace Well 4. The project duration has been much greater than everyone anticipated. All efforts have been made to keep the project within budget of the available grant; however, the grant funds have nearly expended. All efforts will be made to complete the remaining work within the available grant funds as we process the final testing and start up procedures.
- It has been identified that the standard standby generator facilities could be vulnerable to vandalism. Staff have recommended a supplemental expanded metal cage be constructed around the standard generator control box and cables. A copy of the proposed change order form the Contractor is attached. Incorporation of said extra expenditure will cause the project to exceed available grant funds. If the change order is authorized, the Pixley PUD would be required to use its own funds. The options are to a) authorize the change order with Pixley PUD funds, or b) not proceed with the change order at this time. The cost submitted by the Contractor is \$12,141.24
- **Recommended Action: Consider approval of the proposed change order.**
- District Engineer Maija Madec reported this project is moving along. The Air Board is supposed to come next Monday to test and inspect the generator. Most of the site work is done, there is still some surfacing to be done. Michael sent a punch list to the contractor this morning to be completed. Start up is still planned for the end of the month, however an extension request was submitted just to be safe and give a little more time. Operations Supervisor Rob Masters advised he completed Bacteria testing on Friday and is waiting for the results. Office Manager Amanda Rodari added the results were received late this afternoon and passed. Maija then added that it has been recommended that a metal cage be added around the generator panel to protect it from vandalism. A change order was provided for review with an estimated total cost of \$12,141.24, this may not be covered by grant funds because we are already tight on the budget. It may have to be paid with PPUD funds. On motion of David Terrel and seconded by Jose Moreno and a unanimous vote, the Change Order was accepted to move forward with the work and pay with PPUD reserve funds. Motion Carried.

b) TCP Planning Grant from the State Water Resources Control Board – Well 5, 3A, 4, & 6

- **The State has assigned a Project Manager for the Construction Grant Application. All documents have been submitted for the construction funding application. The State has indicated PPUD could potentially receive a Construction Grant as early as June 2026.**
- **Recommended Action: Board’s Pleasure**
- District Engineer Maija Madec reported that there are no updates. We are still waiting to hear back from the State regarding the application. District Counsel Chad Law mentioned that regarding this project he has been in talks with the some of the Property Owners of 617 West Compton, which is next to PPUD Property 589 West Compton where our proposed TCP treatment will be going. They potentially would be interested in letting the PPUD purchase the property, however they would want fair market value if all parties agreed for the property to be sold. This would benefit the district with the construction of the TCP Treatment.

c) Wastewater Treatment Plant Planning/Funding

- **Provost & Pritchard has initiated the USDA Predevelopment Planning Grant process. We are working with USDA to get the necessary access to RD Apply in order to start preparing the grant application documents.**
- **Recommended Action: Board’s Pleasure**
- District Engineer Maija Madec reported they have initiated the process to start the application. We have been having some issues with the login aspect and hope to have that resolved sometime this week in order to keep moving forward.

3) COUNTY ROAD PROJECTS

- **County Staff approached the PPUD concerning three roadway projects. The locations include:**

Location	Water Valves	Sewer Manholes	Projected Cost	Projected Date
Court St. Park St. to School St.	33	13	\$63,350	Spring 2024
Terra Bella Ave. Rd. 96 to Cedar St.	7	1	\$16,000	Summer 2024
Terra Bella Ave. SR 99 to School St.	23	8	TBD	Fall 2025

- **The new reimbursement agreement for the Court Ave. project is still pending.**
- **The County is processing the Utility Agreement (UA) for the second Terra Bella project with Caltrans for their review and approval. Once Caltrans approval is received, the County will provide the UA for PPUD consideration.**
- **Recommended Action: Board’s Pleasure**

- District Engineer Maija Madec reported that there are no updates to provide on this item.

8. Tools & Maintenance

- Operations Supervisor Robert Masters reported that the aerator they have been working on was put back in last week. The chain is still a little tight. They are trying to work it out and loosen it a bit before filling it back up with water. Just trying to be cautious so they don't have to have the crane come back out if not needed. There are issues with the Clarifier also, they need the bracket to mount everything after fixing the issues. But every contact we have does not do business with Walker, and it is a Walker Clarifier. He was able to get a contact for a Walker Rep today and is waiting on a call back. He doesn't think it should be too costly. We can't start the work on the next aerator until all of this is completed because they are within the same train.

Public Hearing 6:49pm

9. Hearing, discussion, consideration, and potential action to Declare Sewer and Water Service Abandoned

- **Property Address: 305 South Market Street**
- **APN: 298-042-008**
- District Counsel Chad Lew advised that the Board has a few options regarding this matter. He then asked Jeffery Olin who was present regarding the property, if he has started the legal process, to which Jeffery responded he is dealing with personal stuff, so he has not. Chad then questioned Jeffery if he is living in the home with no water/sewer. Jeffery confirmed that statement is correct. Chad went on to explain that the Board has Noticed it, the Board has no authority to affect whether he is the property owner. His representations are that over the past 5 years he has met the requirements to file a petition for adverse possession. Only a Court of Law will be able to determine if he has met those requirements and then grant him a judgment for him to be the property owner. The alternative is if someone comes to pay the bill on this, the district does not identify every person that comes to pay a bill, it is a gratuitous payment. Or the Board can continue to bill the account for however months and accrue it and deal with it later. They can also choose to move forward with the abandonment process. Chad reiterated that by taking a payment does not confer any additional rights legally to the person paying, it is a gratuitous payment. It keeps an account from going delinquent. It was then decided to continue this hearing to the March 2, 2026 Board Meeting at 6:30pm and judge where we are at regarding the account for this property and determine how to move forward regarding the services at that time.

10. Hearing, discussion, consideration, and potential action to Declare Sewer and Water Service Abandoned

- **Property Address: 170 West Ellsworth**
- **APN: 299-160-034**
- Office Manager Amanda Rodari reported that the past due balance on account of \$487.96 has been paid as of January 30, 2026. And that it was advised that monthly

payment needs to be made to avoid receiving any future abandonment notices in the future.

11. Hearing, discussion, consideration, and potential action to Declare Sewer and Water Service Abandoned (1 (one) of the 2 (two) service connections on the property)

- **Property Address: 354 South Main Street (also known as 380 South Main Street #B)**
- **APN: 299-160-033**
- Office Manager Amanda Rodari reported that the past due balance on account of \$497.36 has been paid as of January 30, 2026. And that it was advised that monthly payment needs to be made to avoid receiving any future abandonment notices in the future.

Close Public Hearings 7:01pm

12. Other Matters

1) 651 & 655 East Terra Bella Avenue – APN 314-250-007

- **Voluntary Abandonment Agreement was sent to the property owner of APN 314-250-007 regarding the two connections for water and two connections of sewer on the property on January 12, 2026 to be returned by February 2, 2026. The Agreement was not returned.**
- **Recommended Action: Discuss and potentially approve to Re-Notice the property owner of an Abandonment Hearing for the March 2026 Meeting.**
- Office Manager Amanda Rodari reported that we received the signed Voluntary Abandonment Agreement back from the property owner of APN 314-250-007. Board President Ronnie Prine has now also signed the agreement and it has been given to District Counsel Chad Lew to record with the County.

2) Connecteam – Timecard Application and Policy

- **Enrollment and testing have been completed. Next steps are to implement the software to be utilized.**
- **A Time Tracking Policy for the Connecteam system is being presented for review and input.**
- **Recommended Action: Discuss and potentially approve the Connecteam Time Tracking Policy and select an implementation date for the use of Connecteam for PUD Employees.**
- Office Manager Amanda Rodari reported that a red-line revision policy completed by District Counsel Chad Lew has been provided for review and approval. After some discussion amongst the Board and District Counsel, it was decided to incorporate the red-line revision into the employee handbook and bring this back to the next Board meeting for review and approval.

3) Pennies Coin Shortage

- **The U.S. Treasury is phasing out the penny due to production costs. Production of pennies is expected to stop in early 2026.**

- **Banks have begun to stop receiving shipments of pennies and are unable to request them from the Federal Reserve for businesses.**
- **Recommended Action: Discuss and potentially approve PPUD Staff to post a notice to residents regarding future payments regarding the penny shortage. Notice example provided for review.**
- Office Manager Amanda Rodari reported that due to pennies no longer being in production they are getting hard to request from the Bank. She has provided a notice to be approved by the board to post at the window so that residents become aware. It advises for exact change to be paid with when it can be and that PPUD will provide exact change back while supplies last. But when we are unable to provide exact change back any access will be applied as credit to the account. On motion of Ramon Cisneros and seconded by Jose Moreno and a unanimous vote the notice presented was approved to post. Motion Carried.

4) Form 700 – Annual Statement of Economic Interests

- **Board Member’s Statement of Economic Interests forms to be submitted to the County of Tulare by April 1, 2026**
- Office Manager Amanda Rodari reported that Forms 700 are due to the county by April 1, 2026. That once all signed forms are received she will submit them to the County.

Convene to Closed Session 7:12pm

13. Public Employee Performance Evaluation (Government Code Section 54957(b)(1) Title: Operator in Training Kc McPhetridge

14. Public Employee Performance Evaluation (Government Code Section 54957(b)(1) Title: Operations Supervisor Robert Masters

Convene to Open Session 7:32pm

15. Discussion, Consideration, and Potential Action to Increase Compensation of Operator in Training Kc McPhetridge in an amount not to exceed \$28.25, per hour, effective February 1, 2026

- On motion of Jose Moreno and seconded by Ramon Cisneros and a unanimous vote it was approved to pay Kc McPhetridge \$28.25 per hour effective February 1, 2026. Motion Carried

16. Discussion, Consideration, and Potential Action to Increase Compensation of Operations Supervisor Robert Masters in an amount not to exceed \$34.00, per hour, effective February 1, 2026

- On motion of David Terrel and seconded by Ramon Cisneros and a unanimous vote it was approved to pay Robert Masters \$34.00 per hour effective February 1, 2026. Motion Carried

17. Board Member Communications

1) Monthly Board Meeting Date

- **Potentially changing the time of the monthly Board Meetings to an earlier time during the day or changing the meeting date to another day during each month.**
- **Recommended Action: Discuss the options and potentiality of changing the date or time of the monthly board meetings. Potentially determine and approve a new time or date of the monthly board meetings.**
- The Board members discussed the options for moving the day the board meetings are held and to move them to an earlier time. The Board directed District Counsel and staff to move forward with submitting a Resolution for review and approval at the next board meeting in March 2026 to change the board meetings to the second Monday of the month at 5:30pm to go into effect in April 2026

18. Adjournment

- There being no further business before the Board, the meeting was adjourned at 7:43p.m. on the motion of David Terrel and seconded by Ramon Cisneros and a unanimous vote. Motion Carried.

Respectfully submitted
Amanda Rodari
Secretary/Clerk

Pixley Public Utility District

BILLS TO BE PAID JANUARY 2026

FEBRUARY 2026 Board Meeting

Exhibit A

Vendors	Credits	Paid	Pending	Paid from RESERVE/SAV
ADVANCED FLOW MEASUREMENT	-	-	\$750.00	-
AT&T U-VERSE WWTF	-	\$196.85	-	-
AT&T MOBILITY	-	\$284.26	-	-
AT&T U-VERSE – WATER TANK	-	\$112.35	-	-
AT&T U-VERSE - DISTRICT	-	\$209.30	-	-
BSK	-	-	\$79.46	-
CLINES	-	-	\$30.00	-
CORE & MAIN	-	-	\$147.22	-
DG EQUIPMENT REPAIR	-	\$320.00	-	-
FGL	-	-	\$710.00	-
GANNETT CA LOCALIQ	-	\$601.98	-	\$4,668.42
GARTON TRACTOR	-	-	\$302.79	-
KMS	-	-	-	\$8,030.86
MCCORMICK, KABOT & LEW	-	-	\$1,234.00	-
MORRIS LEVIN & SONS	-	-	\$13,508.55	-
PIXLEY AUTO PARTS	-	\$453.56	-	-
PROVOST & PRITCHARD	-	\$151.20	\$7,107.60	-
RCAC	-	\$2,143.85	-	-
SIERRA DAIRY	-	\$811.35	-	-
SO CAL GAS	-	\$160.94	-	-
SOUTHERN CA EDISON - PLANT	-	\$5,316.78	-	-
SOUTHERN CA EDISON	-	\$950.34	-	-

SOUTHERN CA EDISON – WELL 3A	-	\$1,206.75	-	-
SOUTHERN CA EDISON – WELL 6	-	\$5,095.76	-	-
STATE COMPENSATION INSURANCE	-	-	\$616.33	-
STREAMLINE	-	\$436.10	-	-
TIB – CARD SERVICE CENTER	-	\$9,750.46	-	-
TULE TRASH	-	\$112.29	-	-
TURNUPSEED ELECTRIC SERVICE INC	-	-	\$304.57	-
US POSTMASTER	-	\$412.31	-	-
-	-	-	-	-
CREDITS:	-	-	-	-
PAID BILLS:	-	\$28,726.43	-	-
TOTAL TO BE PAID	-	-	\$24,790.52	-
TOTAL OF BILLS PAID FROM RESERVE	-	-	-	\$12,699.28
TOTAL OF ALL BILLS PAID	-	-	-	\$66,216.23
TOTAL TO TRANSFER TO SAVINGS FOR FUTURE BUDGETED PAYMENTS	-	-	-	\$30,511.02