

MINUTES

The Pixley Public Utility District held a Board Meeting on the 6th day of January 2025 at the Pixley Public Utility District Office.

- It was determined that a quorum was present with the following Board Members present Ronnie Prine, David Terrel, Ramon Cisneros, and Matthew Martinez. Also, present were Amanda Rodari; Office Manager, Chad Lew; District Counsel, and Maija Madec; District Engineer, Kirk Masters; Pixley Irrigation District, Ashley Vega Leadership Counsel, and Pixley Residents; Tequita Jefferson, Beverly Whitfield, Mary Christina Vasquez, and Leana Barnes.

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

2. Minutes

- The minutes of the December 2, 2024 Board Meeting were submitted for review. On the motion of David Terrel and second by Ramon Cisneros and a unanimous vote the minutes were approved as submitted. Motion Carried.

3. Bills to be Paid

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

4. Public Comments

- N/A

5. Tequita Jefferson / Beverly Whitfield / Pixley Residents

Ashley Vega – Leadership Counsel

• Inquiries on Lead Service Line Inventory

- Pixley Resident Tequita Jefferson advised she is attending because there was a notice sent out to some residents but not all regarding lead service lines, and she did not receive one of the notices. She would like to know why she did not receive a letter, how far reaching the lead in the water is, where are the pipes that are affected, and is there a map showing them. District Engineer Maija Madec responded to her questions that the State has required all Water Districts to prepare lead service inventory for their systems. In doing so the State requires that the Water Districts identify the material of services that are known and send notifications to residents whose materials have not yet been confirmed/are unknown and could potentially have lead. If a notification was not received by a resident, then the service line has been confirmed as non-lead. Inspections began and service lines that have been confirmed have been determined as PVC and/or Copper etc. and not lead. There have been no lines so far that have been identified as lead. Tequita then questioned what service areas have been examined and what portion of the community is left to be serviced. To which Maija advised a random sampling was used to begin the process of inspection. She does not currently have a map with her showing the specific areas so a definite answer for the areas that has been inspected cannot be provided at this time, however they are going to continue to inspect pockets of the community and the State allows if there is developmental area that was built in a certain year then you sample 20% of those homes and if none of the service lines checked have lead then that would suffice as that area is

lead free. She also advised that lead service lines were banned in 1986, so any homes that may have been built since that time would/should not have lead service lines. Tequita then asked if this was something that the State is requiring the PPUD to do. Maija responded with that is correct and that we do not anticipate that there are lead service lines, but we have to go through the process and requirements and ensure none of the services are lead. If any are found, then an action plan to find a way to replace them would be put in place. Pixley Resident Beverly Whitfield then questioned whose job it would be to replace the lines if lead service lines are located. Maija advised there are water meters at each service property and everything from the street to the meter is the Districts responsibility, and everything after the meter on to the property is the property owners responsibility. Being that this is high property for the State there may be funding sources out there if anything is located to be replaced by the property owner. Ashley Vega with Leadership Counsel then mentioned that some residents here received a notice that live on the same street as others who did not receive a notice, so she doesn't understand that. Maija answered that the District checked some of the meters as part of the sampling to start with but not all meters on one street where checked so that a variety could be done to begin with. Tequita then questioned if it was a random pulling and if it was done this was to make sure no particular area is a hot spot, to which Maija advised that is correct. District Manager Amanda Rodari advised that the last time lead testing was completed there was no detection of lead. District Counsel Chad Lew stated that if the District were to locate a lead service line then we would concentrate on that area around it, so that is why a random selection through the community was done instead of focusing on one area and checking only 20 houses per say and they are all good. Ashley then stated it sounds like the sampling will continue to be ongoing but would like to know if there is a deadline for when the service line review will be completed. Maija answered that the notices must be sent out annually, the first notice was sent out November 2024 the next set of notices would have to be sent out again November 2025. The goal is to have the review of services completed in the next year. To this Tequita stated that when the study is completed and it comes to finding that there are no lead service lines, she personally believes that a notice should be sent out stating the study was completed and what the conclusions are. Do not leave the residents guessing as to what happened. District President Ronnie Prine responded that we could do that. He then asked if there was anything else they would like to add before moving onto the next item. Resident Mary Christina Vasquez advised that they have been having issues with water pressure on the East side of town and would like to know why this is an issue and questioned the quality of the water. Ronnie then advised that all the District Wells are up and running as they should be, but we could bring this to our technician's attention to investigate. Mary then recommended sending out a notice to advise residents of our contact information so that they can call if they are experiencing issues or add our contact information to our Bills. Ronnie responded that if residents bring to our attention that they are experiencing issues Amanda can have the technicians go out and review the issues. He also requested that she ask the guys to review the water pressure on the East side of town and even the West side of town to compare. He mentioned also that we already check the water for any impurities per the State and if there is something found per State regulations we have to treat it regarding the water quality.

6. Kirk Masters – Pixley Irrigation

- **Sustainable Groundwater Management Act (SGMA)**

- Kirk Masters with Pixley Irrigation/Lower Tule Irrigation reported that they are still waiting to hear feedback from the State on the Plan that was submitted for review. He mentioned that Pixley Public Utility District is already doing our metering and submitting our annual reports regarding our totals. Once they are provided with feedback from the State on the Plan that was submitted, they will request to go back before the Board to be removed from Probationary Status.

7. Provost & Pritchard

1) DEVELOPMENT UPDATE AND REPORT ON ACTIVE ITEMS

- a) Available Water Units 114**
- Will Service Letters
 - Mercado – Walnut (11/19, 11/22, 3/24) 1
 - Orneles – 270 Court (12/19, 2/23, 3/24) 3
 - Thandi/Singh – 174 Court (12/22, 1/24) 24
 - *Correa – Tr. 7445 (4/23)* 18
 - Terrel – 1424 Terra Bella (12/23) 1
 - Palma – 772 Main Street (1/24) 1
 - Ayon – 585 ½ Walnut Avenue (1/24) 1
 - Jacobo – 156 Pine (3/24) 1
 - Valdovinos – 1086 Market (7/24) 1
 - **Remaining Available Water Units 63**
 - 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 Elementary School**
- **PPUD received communication from Pixley Elementary School requesting information associated with potential annexation of the school to the PPUD. Communications have been initiated. Tulare County LAFCo has responded with some suggestions on how to proceed. A task checklist and budget has been routed to the school to review and initiate the process. Correspondence with the school and LAFCO is ongoing.**
 - District Engineer Maija Madec reported there are no current updated on this item.
- c) Park Village**
- **PPUD received a request from Park Village to evaluate whether two (2) tiny homes could be placed on each mobile home lot that Park Village would like to develop. A draft response was provided on September 17, 2024, which includes a request for additional information from the owner.**
 - District Engineer Maija Madec reported there has been no response regarding the additional information that was requested from Park Village to proceed in

responding to their request. It was discussed at last month's meeting that the property was potentially being sold. District Manager Amanda Rodari confirmed that the property did change ownership. It was then discussed and decided that this item can be removed from next months Agenda.

d) Orneles (270 W Court)

- **It is understood that construction has begun for the proposed triplex at 270 W Court. A conditional will serve letter was issued, however the conditions set forth in the letter, including improvement plans showing proposed water and sewer services, have not been provided. A request for this information has been made.**
- District Engineer Maija Madec reported there are no current updates on this item. They are still waiting for the information requested from the owner.

e) 105 Airport Rd

- **Will Serve request**
- **Water service is requested for a single home residence on the property located at 105 Airport Dr. PPUD currently provides water to 107 Airport Rd through an Out-of-District Water Service Agreement. A conditional will-serve letter has been issued.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported that the conditional will-serve letter was approved at last month's meeting. She will add this item to the list of will-serves that is shown above.

2) FUNDING

a) Well and Waterline Replacement Project

- **The financial hardship memorandum associated with Proposition 84 funds was approved at the October Board meeting and was sent. Michael and Ronnie met with State grant staff, who acknowledged the hardship and are reviewing the information to determine any potential compensatory payment to PPUD. The State communicated on December 17, 2024 that a Contract Amendment was being processed to allow for reimbursement of accrued interest costs.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported that this item was followed up on and the Amendment is being processed for the ongoing costs incurred. There is no firm date of when the Amendment will be submitted to us.

3) INFRASTRUCTURE PROJECTS

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

- **The project is proceeding. Work at the Well 4 site will begin after the Sea Train containers are in place at the WWTF, to allow for demolition of the**

existing building. The Sea Train containers are expected to be delivered on January 7, 2025

- **Recommended Action: Board’s Pleasure**
- District Engineer Maija Madec reported this project is proceeding. The Sea Trains are due to be delivered tomorrow. Once the Sea Trains are installed and the remaining items from the shop are transferred to the Sea Trains at the Wastewater Treatment Facility then the next step of construction can commence at the Well site.

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

- **The State has authorized Self Help Enterprises to proceed with a Technical Assistance Grant for the project. The State has assigned a Project Manager for the Construction Grant Application. A progress meeting was held on November 22, 2024. Design is near completion. Environmental documents were adopted in September 2024. Supplemental financial documents are being prepared for submittal to the State. The intent is to have a complete Construction Grant Application submitted by the end of February 2025.**
- **Recommended Action: Board’s Pleasure**
- District Engineer Maija Madec reported design is almost complete and majority of the construction application is done. They are hopeful that by the end of February everything will be wrapped up and fully submitted. Then we would be waiting to see if any construction funds would be granted in order to move forward.

4) COUNTY ROAD PROJECTS

- **County Staff approached the PUD 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.	TBD	TBD	TBD	Summer 2025

- **Recommended Action: Board’s Pleasure**
- District Engineer Maija Madec reported that previous agreement was terminated and that the County is working on a revised Loan Agreement. The revised version should be received for review and execution at the end of this month or at the latest in February.

5) THRIVING COMMUNITIES

- **Self-help Enterprises and County of Tulare staff reached out concerning an FHWA grant. The meeting was held on June 18 to discuss. Potential uses for the award include feasibility studies, public outreach efforts, or specific projects. One such project includes funding for the utility adjustments within County road projects (Court Street and Terra Bella Avenue).**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported there are no current updates on this item.

6) LEAD SERVICE LINE INVENTORY

- **The Lead Service Line Inventory was submitted on October 14, 2024**
- **Public Notifications were sent to customers on November 14, 2024. The certification to DDW was also sent on November 14, 2024**
- **P&P will review and identify additional service lines to be inspected to update the inventory.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported that public notifications were sent and as discussed in prior line item #5, there were some concern and confusion on the customer side. She will be meeting with District Engineer Michael Taylor tomorrow to come up with a plan to start checking further areas of the community to get the remaining service lines checked and completed over the next year.

7) SSMP UPDATE

- **Pixley PUD has received a Notice of Applicability for the Sanitary Sewer Management Plan. The State has several requirements associated with updating the existing plan to comply with the new Geneal Order.**
- **P&P staff is proceeding to complete the update to the SSMP in accordance with the new requirements.**
- **The Updated SSMP is submitted under separate cover.**
- **Recommended Action: Consider adoption of the updated SSMP and authorize submittal to the State.**
- District Engineer Maija Madec reported that an updated SSMP report has been submitted for review, however there are still a few items on the SSMP that have been requested regarding the audit of the sewer system that needs to be done on a periodic basis and some of that information will need to be gathered to add to the report. Other than that, the report as a whole is completed and will require adoption by the Board. After some discussion it was decided to wait until next month's meeting once all information is received and the report is fully updated to submit for review and potential adoption.

8) CALTRANS AGREEMENT FOR POTHOLING

- **Caltrans is preparing projects where a positive location or "potholing" of the Pixley Public Utility District facilities within the highway right of way is required. Caltrans is requesting a Positive Location Agreement (Pos-**

Loc Agreement) executed from the Pixley Public Utility District. This agreement will permit Caltrans to perform non-destructive vacuum extraction and electronic detection to determine the exact facility location and elevation at no expense to the utility owner.

- **Chad Lew will contact Caltrans regarding some concerning language in the Agreement.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported that this agreement was presented to the Board at last month's meeting after District Counsel Chad Lew confirmed with Caltrans Representative that verbiage on the agreement could not be changed. The agreement was approved to be executed at the December Meeting. It was discussed and decided that this item can be removed from the next Agenda.

9) TECHNICAL ASSISTANCE GRANT APPLICATIONS

- **Stantec has requested Provost & Pritchard enter into a subconsultant agreement for the purposes of providing feedback and input associated with a Teviston Consolidation Feasibility Study, which will review a variety of consolidation options for Teviston CSD. The potential tasks for P&P would include:**
 - ❖ **Review and respond to two technical memorandums**
 - ❖ **Engage with Stantec related to attendance of up to four PPUD Board meetings**
 - ❖ **Respond to data requests related to a rate analysis for the combined system**
- **It is noted that if P&P participates in the study, any responses would be reviewed with Pixley PUD Board prior to delivery. This allows for P&P time related to review of the Teviston Consolidation Feasibility Study, on behalf of Pixley PUD, to be funded by the study so Pixley PUD does not bear those costs.**
- **It is requested that Pixley PUD provide comments relative to the potential participation of Provost & Pritchard with the Teviston Consolidation Feasibility Study.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec Reported that when this was discussed prior that at this time the District was not interested in participating in this at this time. She left it on the Agenda as it is open ended as they have requested a scope from P&P to review on behalf of the District. This item will be left on the Agenda for now until further information or updates can be added.

8. Tools & Maintenance

- On behalf of Operations Supervisor Robert Masters, District Manager Amanda Rodari reported that the seals on Well 6 water lubes are leaking again, it's been adjusted twice in a month and Bakersfield Well and Pump was called today. They are going to get a rig out here

this week to pull the motor & shaft to inspect. The Transfer Pump at the Wastewater Treatment Facility was replaced on Friday January 3, 2025.

9. Other Matters

1) Streamline/Non-Accessible Document

- **PPUD Draft ISMND Water Main Extension Project Across Highway 99 document is 193 pages and NOT an Accessible Document on the Streamline Website per WCAG 2.1 standard test. Project has been completed.**
- **Recommended Action: Discuss options and potentially approve requesting Remediation from Streamline team at \$7.00 per page (\$1,351.00), potential Remediation from P&P if applicable, remove from Website as project complete, or leave as is.**
- District Manager Amanda Rodari reported that there is one document left on the website that is considered “failing” accessibility per WCAG 2.1 standards. Streamline ran 3815 tests and resulted in 1712 failures. It would cost the District roughly \$1,351.00 to have Streamline process the Remediation. She advised that this was in relation to the Project for the Water Main Extension Across 99 that is now complete and questioned if it still needed to be on the Website. District Engineer Maija Madec responded that it appears that this is the Draft that was potentially posted for the Public Review Period of the Project. She is going to check with CEQA to see if legally it still needs to be on the Website and will report back at the next meeting.

CLOSED SESSION

10. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957 (b)(1) – Operator in Training KC McPhetridge (D1 & T1 Certified)

OPEN SESSION

11. DISCUSSION, CONSIDERATION, AND POTENTIAL ACTION TO INCREASE COMPENSATION OF OPERATOR IN TRAINING – KC McPhetridge IN AN AMOUNT NOT TO EXCEED \$27.55 PER HOUR EFFECTIVE JANUARY 1, 2025

- On motion of David Terrel and a second by Ramon Cisneros and a unanimous vote it was approved to pay OIT KC McPhetridge \$27.05 as of January 1, 2025 under the policy for earning a D1 and T1 Certification. Annual Performance Evaluation to be tabled until the February Meeting.

12. Board Member Communications

- N/A

13. Adjournment

- There being no further business before the Board, the meeting was adjourned at 7:27 p.m. on Motion of David Terrel and second by Ramon Cisneros and a unanimous vote. Motion Carried.

Respectively Submitted
Amanda Rodari
Secretary/Clerk

Pixley Public Utility District
BILLS TO BE PAID DECEMBER 2024
 January 2025 Board Meeting

Vendors	Credits	Paid	Pending	Paid from SAV
AT&T Mobility	-	\$237.08	-	-
AT&T U-VERSE – WATER TANK	-	\$122.34	-	-
BSK	-	-	\$5,041.08	-
CARRAWAY COMPUTER SYSTEM	-	-	\$45.00	-
CLINES	-	-	\$344.42	-
FGL	-	\$460.00	\$230.00	-
FLO-LINE TECHNOLOGY	-	-	\$5,902.47	-
HYDROPRO SOLUTIONS	-	\$1,689.46	-	-
MCCORMICK, KABOT & LEW	-	-	\$2,257.65	-
MORRIS LEVIN & SONS	-	-	\$1,600.16	-
OFFICE DEPOT	-	\$542.08	-	-
PIXLEY AUTO PARTS	-	\$370.72	\$96.95	-
PIXLEY IRRIGATION DISTRICT	-	\$1,271.99	-	-
PROVOST & PRITCHARD	-	\$764.77	\$9,462.55	-
RCAC LINE OF CREDIT INTEREST	-	\$370.20	-	-
SIERRA DAIRY LAB	-	\$717.44	-	-
SO CAL GAS	-	\$41.79	-	-
SOUTHERN CA EDISON PLANT	-	\$4,527.13	-	-
SOUTHER CA EDISON	-	\$4,487.27	\$38.89	-
SOUTHERN CA EDISON WELL 3A	-	\$2,324.87	-	-
SOUTHERN CA EDISON WELL 6	-	\$2,444.81	-	-
STATE COMPENSATION	-	-	\$716.16	-
STATE WATER RESOURCES CONTROL BOARD	-	\$651.00	-	\$51,215.00

STREAMLINE	-	\$355.00	-	-
SUNCREST BANK	-	\$2,121.96	-	-
TULE TRASH	-	\$94.90		
TULE BASIN WATER QUALITY COALITION	-	-	-	\$2,804.48
TULARE COUNTY RESOURCE MANAGEMENT	-	-	-	\$32,200.00
UNWIRED	-	\$94.98	-	-
US POSTMASTER	-	\$378.89	-	-
-	-	-	-	-
CREDITS:	\$0.00	-	-	-
PAID BILLS:	-	\$24,068.68	-	-
TOTAL TO BE PAID	-	-	\$25,735.33	-
TOTAL OF ALL BILLS TO BE PAID	-	-	-	\$49,804.01
TOTAL TO TRANSFER TO SAVINGS FOR FUTURE BUDGETED PAYMENTS	-	-	-	\$43,974.75

EXHIBIT "A"