

**Water Quality Improvement JPA  
Regular Board of Directors Meeting - Minutes  
Wednesday, December 13, 2023 at 5:00 P.M.**

The regular meeting of the Board of Directors was called to order at 5:01 p.m. in the City Council Chambers of the City-County Building with 1<sup>st</sup> Chair Barry Malm presiding.

**CALL TO ORDER**

**1. Roll Call of Members Agencies:**

B&B Water District	1 <sup>st</sup> Chair, Barry Malm	Present
City of Dos Palos	2 <sup>nd</sup> Chair, Marcus Porter	Present
South Dos Palos Water District	Laverne Davis	Present
Midway Community Service District	Dora Campos	Present
Eastside Water Association	Joe Lopez	Not Present
North Dos Palos Water District	Allen Clark	Present

**Others Present:** Richard Martorello (Water Quality JPA Bookkeeper), Barbara Tucci (Water Quality JPA Secretary), Gabriel Delgado (Legal Counsel), Garth Pecchenino (JPA Engineer), Dewayne Jones (City Manager), Manuela Sousa (City Finance Director), and Juan Cadena (Panoche Water District).

**2. ADDITIONS/DELETIONS TO THE AGENDA:**

No additions/deletions

**3. APPROVAL OF MINUTES:**

The Board reviewed the minutes of the September 20, 2023 regular meeting. A motion was made by Director Porter seconded by Director Clark. The Board unanimously approved the regular meeting minutes. The vote was as follows:

Ayes: Porter, Clark, Malm, Campos, Davis

Absent: Lopez

Nays: None

Abstentions: None

**4. APPROVAL OF WARRANTS:**

The JPA's bookkeeper Richard Martorello presented the members of the Board with an updated warrant list representing July 2023 through October 2023. Martorello explained that the format of the warrant report was to align past paid warrants with the quarterly report presentation as well as present pending warrants to the Board. Martorello presented the warrants from July 2023 (13 items; \$ 199,721.16) August (11 items; \$18,594.23) September (9 items; \$27,899.62) October (15 items;

\$33,496.91) No warrant list was available for November at the time of the meeting. The report is included in the meeting packet.

On a motion from Director Clark with a second by Director Porter, the Board unanimously approved payment of the warrants. The vote on the motion was as follows:

Ayes: Clark, Porter, Malm, Campos, Davis  
Absent: Lopez  
Nays: None  
Abstentions: None

**5. CHANGES IN CAPACITY:**

No changes in capacity.

**6. PUBLIC FORUM**

There was a member of the public that inquired about receiving a copy of the meeting packet prior to the meeting, Legal Counsel responded that the meeting packet with the exception of the agenda are not provided until the meeting, but suggested going forward extra copies of the meeting packets will be provide at future meetings.

**7. OLD BUSINESS:**

**A. Update on Construction of Water Treatment Facility**

JPA Engineer Garth Pecchinino reported that the amendment has been provided to the city and signed and returned to the State for processing. The contractor has provided back Insurance and Bond information, the Contractor is working on the schedule as they renew the connection with Subcontractors and equipment suppliers.

**B. Board to Review and provide Direction Regarding O & M Agreement**

Legal Counsel Delgado reported to the Board that he will be reaching out to legal counsel for each of the member to discuss revisions to the O & M Agreement that reflect the current relationship between the JPA and the City. Delgado also reported that any revisions or renewal of the O & M Agreement will fit with the amended JPA Agreement.

**8. NEW BUSINESS:**

**A. Board to Consider Resolution Authorizing Execution of License Agreement**

With Panoche Water District Regarding Use of the JPA Raw Water Line

Legal Counsel reported to the Board that JPA entered into an agreement with Panoche Water District in 1999 that granted Panoche the ability to convey its own water supply through the JPA's raw water pipeline. The original license agreement provided for 50gpm to provide supplemental water supply to a maximum of six residences, and it allows Panoche to construct facilities on JPA's raw water pipeline without granting a permanent right to water/capacity or an ownership interest in the pipeline. Also Panoche is required to pay the JPA for its proportionate share of the O & M costs based on water conveyed from the site. The original agreement expired in 2014, but the parties have continued the arrangement since then.

Delgado further reported that Panoche would like to construct a new connection to the line to serve an additional 46 connections. The Board discussed the new license agreement and provided direction to JPA Engineer to review Panoche's plans for the new connection to the raw water pipeline. Delgado recommended that a new license agreement allowing for the additional construction should be subject to the JPA Engineer's approval and that the JPA retain the right to terminate the license agreement at any time to protect its ability to provide water to its customers.

**B. Board to Consider Amendment to the JPA Agreement**

Legal Counsel reported to the Board that the JPA agreement does not address Increase of capacity in the water treatment plan. Delgado purposed an amendment to the JPA agreement and asked for direction. He stated that he would reach out to legal counsel for the member agencies for further discussion and revisions and further reported that any amendment would need to be approved by the member agency individually prior to approval by the JPA board.

**C. JPA Financial Report 2022/2023 Q1**

JPA Bookkeeper Richard Martorello presented the 2022/2023 Q1 quarterly financial report to the Board for the period ending July 1, 2023 to September 30, 2023. On motion of Director Campos with a second by Director Porter, the Board unanimously accepted the motion with the vote as follows:

Ayes: Campos, Porter, Clark, Malm, Davis  
Absent: Lopez  
Nays: None  
Abstentions: None

**D. Board to Discuss and provide Direction Regarding Potential Administration Agreement**

Legal Counsel Delgado reported to the Board that the WQ JPA Secretary and Bookkeeper wages have been the same since 2007. A current list of various duties

was provided by the JPA Secretary Tucci and the JPA Bookkeeper Martorello Delgado suggested that a separate agreement for compensation for the JPA Secretary and the JPA Bookkeeper be separate, additional tasks are being performed by JPA staff , the currant rate is being billed quarterly at three hundred dollars, the Board asked that the Bookkeeper and Secretary to decide on a rate that they would expect to be compensated going forward. The Board will discuss at the next meeting.

## **9. STAFF REPORT**

### **Review of Transmission Pipeline**

JPA Engineer Garth Pecchinino reported that the transmission pipeline was installed in 1990 placing the facility at 30 years plus years of service. The facility is approximately 20 miles of 20 inch steel pipe line; 40 Air/Vacuum vents, three (3) canal crossings and various control valves. Working with the Utilities Director for the City they will go through the pipeline route and determine the amount of work that will be necessary to review and check the facility for necessary maintenance work and the condition of the pipeline at the canal crossing along the condition of the Air/Vacuum valves. Pecchinino will bring cost estimate to the Board at the next meeting.

## **10. ADJOURMENT**

On motion of Director Clark seconded by Director Campos the meeting was adjourned at 6:00 p.m.

The next regularly scheduled Board of Directors meeting is scheduled on March 20, 2024 at 5:00 p.m.

Respectfully submitted,  
Barbara Tucci  
WQJPA Secretary