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# SPANISH FLAT WATER BOARD MINUTES OF THE MEETING

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**Thursday, July 11, 2024**

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**Directors Present**

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Wesley Plunkett  
Cheryl Bean  
Megan Jepsen  
Sandy Barta  
Julia Robinson

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**Public Present**

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Jason Dooley

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**Staff Present**

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Paul Quarneri  
Steve Silva  
Ruthann Miller

**MEETING CALLED TO ORDER:** 6:09 pm

**PREVIOUS MINUTES APPROVED BY:** Julia Robinson, 2<sup>nd</sup> by Megan Jepsen

**PUBLIC COMMENTS:**

Jason Dooley: I am here to address the upcoming election; all five board members are up for re-election. Its important to establish each persons position and term length. A notice has been published in the local Napa Register to tell the public that five board member positions are up for election for SFWD. Each applicant will have to file an application to the Board of Supervisors. If all five incumbents apply for the five available positions there will be no election and the applicants will be appointed; unless there are additional applications. Each applicant is to fill out a Candidate Preliminary Information form and make an appointment with the elections office to validate the information. Special District elections are every even year and SFWD has 3 seats for a 2 year term (Julia Robinson, Cheryl Bean, and Megan Jepsen) and 2 seats for a 4 year term (Wesley Plunkett and Sandy Barta). The total election cost per Jenny Kenner is approximately \$1,000.00 or less. The election costs will be split among all other special districts in Napa County.

**FINANCIAL REPORTS:** given by Paul Quarneri

In Wells Fargo we have \$10,324.30 and in Five Star we have \$28,815.11 for a combined total of \$39,139.41. Customer checks were collected today for an additional deposit of \$4,873. We also have approximately \$6,000 in past due accounts. Our P&L for the month of June 2024 we had a loss of \$5,400 and for the last fiscal year we had a loss of \$31,730. Currently we also have to purchase a new company truck as the previous truck was considered a total loss.

Wesley and Steve will purchase a new truck tomorrow for \$32,000. We will receive \$22,400 from insurance to go towards the replacement cost.

**OLD BUSINESS:**

Auto insurance claim update: once the insurance company has received their documentation, they will send out our payout.

**NEW BUSINESS:**

Purchase for replacement of company truck: Wesley and Steve are going to pick up a new truck tomorrow. It's a 2023 Nissan Frontier. It will need a tow hitch which will cost about \$300 in parts and Steve will install it.

**OPERATIONS:** given by Steve Silva

At the Pines a tree fell and grazed our water plant, there was no damage. We had a line clogged and we called Roto Rooter who were unable to clear it. Steve then called Brad Purcell Construction who was able to locate a four foot section of pipe that was clogged with oleander roots. The clog was repaired. Considering the magnitude of the clog we are expecting several large invoices.

Steve would like to know how he will be compensated for using his own vehicle while the company truck has been out of commission. Both other operators, Gerald and Shawn, have been allowed to add an additional hour of work to their timesheets for personal vehicle use compensation.

Paul & Wes: there is a \$0.67 per mile rate for personal vehicle usage, Steve can use the new company vehicle for a week to gauge an average of how many miles would have been put on his vehicle. Then use that average to calculate the amount of miles x days he used his personal vehicle to create a cost for reimbursement.

**MOTION TO ADJOURN:** 7:06 pm