

**PANOCHÉ DRAINAGE DISTRICT MEETING MINUTES  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
December 14, 2021, at 9:00 A.M.**

A regular meeting of the Board of Directors was held in accordance with Resolution 799-21 proclaiming a local emergency and authorizing remote teleconference Board meetings through December 23, 2021, pursuant to Assembly Bill 361, and to make the meetings accessible to the public electronically. Those present at the meeting were:

Directors Present:        John Bennett, President  
                                 Michael Linneman, Vice-President  
                                 Steve Fausone, Director  
                                 Aaron Barcellos, Director  
                                 Beau Correia, Director

Directors Absent:        None

District Staff Present:   Ara Azhderian, General Manager  
                                 Juan Cadena, Water Resources Manager

Others Present:         Philip Williams, General Counsel  
                                 Diane Rathmann, Of Counsel  
                                 Palmer McCoy, Grassland Basin Authority

**ANNOUNCEMENT PURSUANT TO GOVERNMENT CODE SECTION 54952.3**

Pursuant to the Brown Act, President Bennett announced that Directors do not receive compensation or a stipend for simultaneous or serial order meetings of Panoche Water District, Panoche Drainage District, Panoche Financing Authority, and/or the Panoche Resource Conservation District.

**CALL TO ORDER**

President Bennett called the regular meeting to order at 9:03 a.m.

**REVIEW OF AGENDA**

There were no changes to the Agenda.

**ROLL CALL**

A quorum of the Board was present.

**POTENTIAL CONFLICTS OF INTEREST**

There were no conflicts reported.

**PUBLIC COMMENT**

General Manager Azhderian welcomed new Directors, Messrs. Barcellos and Correia, and thanked the outgoing Directors, Messrs. Stearns and Koda, for their dedicated years of service. Azhderian also reported that Controller, John Paul Otollo, was leaving the District for a new job with Fresno First Bank.

## DIVISION REPORTS

- A. Water Resources Manager Juan Cadena reported the Water District's August deliveries were about 469 acre-feet and that current deliveries were about 5 cubic-feet per second. He said crews were replacing turnouts 13E and 302, repairing a washout on the Contour Canal and standpipe at turnout 77, and performing routine maintenance on Laterals 1, 2, and 3. In the Drainage District, he said routine drain cleaning was continuing and the District had graded 16 miles of roads on the San Luis Drain. Lastly, Cadena reported the region had received about .44 inches of rainfall but drainage flows into the San Joaquin River Improvement Project remain low and no discharge event is anticipated and that crews were wrapping up work on the Grassland Bypass Channel Operable Gates Project.
  
- B. General Manager Azhderian reported that staff had prepared a transition plan to manage the administration and accounting work following the departure of JP Otollo and would be relying on a consulting Certified Public Accountant to provide periodic review of the accounting work. Azhderian said staff was reviewing Otollo's job description and duties to assess the kinds of skills to recruit for and recommended the Board consider hiring a recruiting firm to help search for a replacement. The Board requested staff hold off on recruitment and instead present the assessment when complete so that the Board could better understand the need of the position and consider next steps.
  
- C. General Manager Azhderian presented the Ethic & Compliance report in Lorena Chagoya's absence. He reported there had been no property, liability, or worker's compensation insurance claims, nor COVID-19 cases, in the last month and no complaints reported on the SpeakUp Hotline, though three internal matters were addressed. Azhderian reported the District had finally hired a parttime housekeeper, who was expected to start work on January 3<sup>rd</sup>. Lastly, he updated the Board on past and future planned training events and said that for the new Directors, Chagoya would be reaching out directly to facilitate their on-boarding.

*At approximately 9:15 a.m., President Bennett suspended the Drainage District meeting and continued the Water District-ONLY meeting.*

*At approximately 11:58 a.m., President Bennett adjourned the Water District meeting and resumed the Drainage District-ONLY meeting.*

## JOINT CLOSED SESSION

General Counsel Williams announced there was no need for a closed session.

## CONSENT CALENDAR

General Manager Azhderian presented the Board with the Consent Calendar, which included the draft minutes from the March 9, 2021, regular meeting of the Board; and the monthly financial statements for the period ending November 30, 2021. Directors Bennett and Linneman affirmed the meeting minutes. After consideration, on a motion by Director Barcellos, seconded by Director Correia, the Board accepted the Consent Calendar as presented.

The vote on the matter was as follows:

Ayes:	Bennett, Linneman, Fausone, Barcellos, Correia
Nays:	None
Abstain:	None

Absent: None

**THE BOARD TO REVIEW AND CONSIDER REVISING MEETING DATES AND/OR TIMES**

General Manager Azhderian requested the Board consider establishing a new meeting date and/or time for the Drainage District since it now had different Board members than the Water District. He recommended starting the Drainage District meeting at 9:00 a.m. and the Water District at 9:30 a.m. as the Drainage District typically had a lighter agenda. After consideration, on a motion by Director Barcellos, seconded by Director Fausone, the Board unanimously accepted the recommendation.

The vote on the matter was as follows:

Ayes: Bennett, Linneman, Fausone, Barcellos, Correia  
Nays: None  
Abstain: None  
Absent: None

**THE BOARD TO REVIEW AND CONSIDER APPOINTING A SECRETARY**

General Manager Azhderian reported that with the departure of Mr. Stearns from the Board, the position of Secretary was now open and needed to be filled. After consideration, on a motion by Director Barcellos, seconded by Director Correia, the Board unanimously elected to appoint Mr. Steve Fausone as Secretary.

The vote on the matter was as follows:

Ayes: Bennett, Linneman, Barcellos, Correia  
Nays: None  
Abstain: Fausone  
Absent: None

**THE BOARD TO REVIEW AND CONSIDER A RESOLUTION DETERMINING THAT DURING THE PROCLAIMED STATE OF EMERGENCY DUE TO THE COVID-19 PANDEMIC, MEETING IN PERSON WOULD PRESENT IMMINENT RISK TO THE HEALTH OR SAFETY OF ATTENDEES**

General Manager Azhderian explained the proposed resolution was identical to the one adopted by the Board at the last meeting except that it extended the proclaimed state of emergency and ability for the Board and public to meet virtually until January 13, 2022. After consideration, on a motion by Director Correia, seconded by Director Barcellos, the Board unanimously adopted the resolution as presented.

The vote on the matter was as follows:

Ayes: Bennett, Linneman, Fausone, Barcellos, Correia  
Nays: None  
Abstain: None  
Absent: None

**THE BOARD TO REVIEW AND CONSIDER AUTHORIZING TO AWARD PURCHASE OF 1,000 FT OF 18" DUAL WALL PIPE TO IRRIGATION DESIGN & CONSTRUCTION, LLC., FOR THE PROPOSITION 84 TASK 3 CONVEYANCE CONSTRUCTION – GRASSLAND BYPASS OPERABLE GATES PROJECT**

General Manager Azhderian explained the District had requested price quotes for 18" pipe to provide drainage to protect the all-weather road recently constructed to provide access to the Grassland Bypass Operable Gates. He said the project was being funded by Proposition 84 and that the lowest

responsive bidder was Irrigation Design & Construction, LLC. Azhderian recommended the Board award the purchase to them. After consideration, on a motion by Director Correia, seconded by Director Fausone, the Board unanimously accepted the recommendation and awarded the purchase to IDC.

The vote on the matter was as follows:

Ayes: Bennett, Linneman, Fausone, Barcellos, Correia  
Nays: None  
Abstain: None  
Absent: None

**THE BOARD TO REVIEW AND CONSIDER AUTHORIZING TO AWARD PURCHASE OF 3,600 LBS OF JOSE TALL WHEAT GRASS SEED TO R.C. SHERWOOD FOR THE PROPOSITION 84 TASK 3 REUSE LAND DEVELOPMENT**

General Manager Azhderian explained the District had requested price quotes to purchase and deliver 3,600 pounds of Jose Tall Wheat Grass seed for the Proposition 84 funded development of lands for drainage management at the San Joaquin River Improvement Project. The lowest responsive bidder was R.C. Sherwood Grain, Azhderian said, and he recommended the Board award the purchase to them. After consideration, on a motion by Director Correia, seconded by Director Barcellos, the Board unanimously accepted the recommendation and awarded the purchase to R.C. Sherwood Grain.

The vote on the matter was as follows:

Ayes: Bennett, Linneman, Fausone, Barcellos, Correia  
Nays: None  
Abstain: None  
Absent: None

**THE BOARD TO REVIEW AND CONSIDER AUTHORIZING EXECUTION OF A SERVICE AGREEMENT WITH CAL INC. FOR THE PROPOSITION 84 TASK 3 REUSE LAND DEVELOPMENT**

General Manager Azhderian explained the District had requested price quotes to permit, demolish, and properly dispose of an unused building at the San Joaquin River Improvement Project to clear the way for the Proposition 84 funded development of lands for drainage management. The lowest responsive bidder was CAL INC., Azhderian said, and he recommended the Board authorize execution of the service agreement. After consideration, on a motion by Director Barcellos, seconded by Director Fausone, the Board unanimously authorized execution of the service agreement.

The vote on the matter was as follows:

Ayes: Bennett, Linneman, Fausone, Barcellos, Correia  
Nays: None  
Abstain: None  
Absent: None

**THE BOARD TO REVIEW AND CONSIDER APPROVING PAYMENT OF BILLS**

General Manager Azhderian presented the Board with the District’s accounts payable. After consideration, on a motion by Director Barcellos, seconded by Director Correia, the Board approved payment of the bills.

The vote on the matter was as follows:

Ayes: Bennett, Linneman, Fausone, Barcellos, Correia

Nays: None  
Abstain: None  
Absent: None

**REPORTS ON OTHER ITEMS PURSUANT TO GOVERNMENT CODE SECTION 54954.2(a)(3)**


No reports were given.

**FUTURE MEETING DATES**

A special meeting was scheduled for December 21<sup>st</sup> at 9:00 a.m.. The next regular meeting of the Board was scheduled for November 9, 2021, at 9:00 a.m.

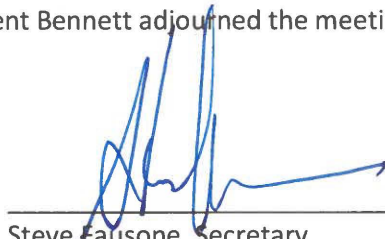
**ADJOURNMENT**

With no further business on the agenda, President Bennett adjourned the meeting at 12:16 p.m..



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John Bennett, President



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Steve Fausone, Secretary