## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

NOVEMBER 18, 2020

The regular meeting of the Board of Directors of the Buttonwillow County Water District was called to order by Chairman Richard Garcia at 5:30 PM at the Ag Center, 289 Main Street, Buttonwillow.

The following directors were present: Richard Garcia, Vanessa Montemayor, Albert Ghilarducci, Mike Burleson

Others in attendance: Mario Cervantes, Regina Houchin

The minutes of the October 21, 2020 regular meeting were read. Chairman Garcia requested clarity in the report from Jeff Eklund stating in progress “United Field Service Corp is installing the 10” PVC water main in Miller”. With that change, the October minutes were approved on a motion by Mike Burleson, second by Vanessa Montemayor. (Ayes 4 – RG, VM, AG, MB; Absent SG)

# Accounts Payable

The Board reviewed the accounts payable for November 18, 2020. On a motion by Vanessa Montemayor, second by Albert Ghilarducci, the following were approved for payment:

 M & O – Sewer $ 18,790.61 Vouchers #4191-4214

 General – Water $ 179,466.12 Vouchers #4191-4214

 Well #2 $ 1,053.66 Vouchers #4191-4214

 Well #3 $ .00 Vouchers #4191-4214

 Well #4 $ 3,255.67 Vouchers #4191-4214

 Less: P/R Tax $ ( 28.67) to be paid with Payroll Returns

for a cash disbursement total of $202,537.39. (Ayes 4 – RG, VM, AG, MB; Absent SG)

Cash Account balance information, P G & E and Disbursement Analysis for month and year to date comparisons were provided by the secretary and reviewed by the Board.

# Accounts Receivable

Board members reviewed the accounts Receivable Report for November 18, 2020. 45 accounts were 91+ days past due. Attorney Schroeter is reviewing status of Governor’s Order regarding shutoffs.

Correspondence: None

Public Time: No one was present.

District Business

Mario Cervantes presented his October/November monthly report. Called out for broken water line at 131 E 1st. Turned off water for customer to make repairs. Responded to a broken water line at the Buttonwillow School. Called out due to low PSI. Well #2 and #4 had tripped system, reset. Well #2 had electrical problems, called electrician to trace problem and repair. Continue to monitor the WWTP for surges, filter, and valve problems. Well #4 was pulled, column and pump repairs made. Pipeline used to flush the well into the canal was broken and water was discharging into field. Well #4 still had a vibration. Pulled motor and took to shop to repair. Temporary line repairs will be made to complete the flushing and testing of Well #4, once complete. State inspection was conducted. Report to follow. Mario excused himself due to an emergency callout at another district.

Pay request #3 from Unified Field Services was received and paid with accounts payable following approval by Provost and Pritchard. Contract Change Order #2, due to an unmarked electrical line at the irrigation site was presented for approval. Change Order #3 was submitted to relocate air release valve on Recreation District property. After review, a motion was made by Vanessa Montemayor, second by Mike Burleson to approve change orders #2 and #3. Carried. (Ayes 4 – RG, VM, AG, MB; Absent SG).

Email from Jeane Hill, P & P, was provided to the board updating them on the status of the Well #5 Equipping and Pipeline project. Construction is on schedule. She is available if any questions or clarifications are needed.

No action or update was provided by Self-Help Enterprises regarding the Environmental. Continuing conversations between Helena, Tom Dodson the environmental consultant, Jeff Eklund, and the State.

P & P continues to work through Report of Waste Discharge and the State Construction Grant. Still responding to comments.

On a motion by Albert Ghilarducci, second by Mike Burleson, the board approved the alternate payment arrangements: Less than $500.00 – 6 equal payments in addition to current month charges; between $500.00 and less than $800.00 – 9 equal payments in addition to current month charges; and $800.00 and greater – 12 equal payments in addition to the current month charges. No agreement will be made to extend beyond 12 months. Carried. (Ayes 4 – RG, VM, AG, MB; Absent SG).

Regina submitted the information from Kern Plumbing and Backflow. Fees and billing questions were discussed. Vanessa Montemayor reported that East Niles pays all backflow testing required by the District. After discussion, a motion was made by Albert Ghilarducci, second by Mike Burleson to approve the fees of $2,470.00 and for this year incur the cost of the backflow testing. Carried. (Ayes 4 – RG, VM, AG, MB; Absent SG). Regina would review the list and contact Kern Plumbing to proceed.

Due to the urgency of getting Well #4 operational, the motor was pulled and repaired. Mario estimated the cost at $4,900.00. The additional repair and cost were approved on a motion by Vanessa Montemayor, second by Albert Ghilarducci. Carried. (Ayes 4 – RG, VM, AG, MB; Absent SG)

Regina reported notification was received the Kern County Special District 2021 Membership fees have been waived. A motion was made by Albert Ghilarducci, second by Mike Burleson to join the 2021 KC Special District and submit the application. Carried. (Ayes 4 – RG, VM, AG, MB; Absent SG)

A list of problems regarding properties owned by Larry Wells and Pat Wells at Baggiani Court were provided. The main issue is that two meters feed into one service line that serves 2 residences and multiple outside faucets. To add to the problem the homes being served have different owners. Mario and office staff have conducted testing multiple times and have finally provided details of all four Baggiani Court residences in question. Regina said multiple complaints have come in and she would like to recommend that one of the following be done to resolve the problem: 1) Larry and Pat Wells receive and pay all water bills on the affected properties or 2) the service lines be corrected to serve only one residence. Regardless this is an issue for the property owners not the office staff. On a motion by Albert Ghilarducci, second by Mike Burleson the secretary was authorized to contact the property owners and notify them of their options. Carried. (Ayes 4 – RG, VM, AG, MB; Absent SG)

No additional update on pending business.

Secretary

Regina reported that County Planning is now accepting applications for the 2021-22 Community Development Block Grant. The application was mailed on November 12, 2020. A list of eligible projects was provided. The board wanted to move forward with the application and advised Regina to contact Jeff Eklund and Mario for input on possible projects. The information will be presented at the December meeting.

Chairman – Nothing

Directors – Nothing.

With no additional business, the meeting was adjourned at 6:35 P.M. The next meeting is scheduled for December 16, 2020 at 5:30PM.

Meeting adjourned, Regina Houchin, Secretary to the Board