## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

MAY 10, 2024

The regular meeting of the Board of Directors of the Buttonwillow County Water District was called to order by Vice Chair Albert Ghilarducci at 5:44 PM at the Ag Center, 289 Main Steet, Buttonwillow, CA.

The following directors were present: Mike Burleson, Albert Ghilarducci, and Vanessa Montemayor.

Others in attendance: Regina Houchin and Mario Cervantes.

The minutes of the April 17, 2024, meeting were read and approved on a motion by Vanessa Montemayor, second by Mike Burleson. Carried. (Ayes 3- MB, AG, VM; Absent 2-RG, SG).

# Accounts Payable

The Board reviewed the accounts payable for May 10, 2024. On a motion by Vanessa Montemayor, second by Mike Burleson, the following checks were approved for payment:

M & O – Sewer $ 23,373.86 Vouchers #5191-5210 General – Water $ 13,279.89 Vouchers #5191-5210

Well #2 $ 1,127.98 Vouchers #5191-5210

Well #4 $ 2,407.46 Vouchers #5191-5210

Well #5 $ .00 Vouchers #5191-5210

Less: P/R Tax $ ( 22.96) to be paid with Payroll Returns

for a cash disbursement total of $40,166.23. Carried. (Ayes 2- MB, AG, VM; Absent 2-RG, SG).

Cash Account balance information, disbursement analysis and P G & E summary were provided by the secretary and reviewed by the Board.

# Accounts Receivable

Board members reviewed the delinquent accounts receivable report. Thirty customer accounts over 90 days totaled $13,181.75. Required notifications have been mailed and disconnection notices hand delivered. Seven accounts are scheduled to be disconnected on May 16, 2024, and three accounts will be disconnected on June 19, 2024, if not paid. Remaining accounts have made payment arrangements or service has been shut off.

Correspondence:

* A letter was received from Director Vanessa Montemayor indicating that she will be moving out of the district and is resigning from the board effective May 31, 2024.
* Kern County Planning Commission – Notification of draft EIR for the Buttonbush Solar project. Response must be received by May 24, 2024. Scoping meeting is scheduled for May 15, 2024, at 1:30 PM.

Richard joined the meeting at 5:55 PM and resumed control as chairman.

Public Time:

Regina Houchin reported that Terry Chicca, BVWSD, met with her to share information that BVWSD will be preparing a solo GSP, which includes Buttonwillow County Water District in the plan. He explained that inclusion means Buena Vista will provide services to ensure the wells are repaired or replaced, if needed, at no cost to the water district. He requested a letter from the water district stating the benefits, which would be included in the GSP documents. The board was in favor of supporting the BVWSD request with confirmation of the accuracy of content. BWCWD could not afford to create a plan itself and the benefits to the community moving forward are substantial. At the board’s direction, Regina will draft a letter stating the district understanding of Buena Vistas support and will forward it to BV General Manager Tim Ashcroft for comments. Regina will follow-up with a final version for Chairman Richard Garcia to review and sign.

District Business:

Mario presented his April/May operators report. He responded to three call outs to check the system resulting from power outages. The system was checked, and generator turned on. Turned water off for non-payment. The booster at Well #2 was replaced and repairs made to the pump at the WWTP.

Jeff Eklund, P & P provided written updates on the following items:

* Sewer Main Inspection Project –Jeff provided SWRCB pay request #7 for signature. The Draft PER was submitted to the state on 4/19/24. Waiting for state comments to finalize the PER. Submitted an amendment letter, requesting a time extension for the project.
* WWTP Engineering – Tom Dodson was authorized by Self-Help Enterprises to prepare the CEQA Addendum. Revised the draft PER to include the WWTP relocation and update data and costs. Will address comments on PER and resubmit to State by 5/13/24.
* CDBG Well 2 Booster-Hydropnuematic Tank has been approved for fabrication. Will finalize construction plans and specifications (booster pumps, piping/valves, and tank installation) for bid at end of summer.
* CDBG Grant Application for Electrical Retrofit – KC CDBG application awarded by HUD on 5/7/24. Kern’s action plan needs to be approved by the Board of Supervisors and then HUD (approval time – 60-day process). In the meantime, Jeff asked if P & P could start the plans and specifications for the electrical retrofit, based on the prior $73,300 CDBG awarded in 2021. On a motion by Albert Ghilarducci, second by Vanessa Montemayor, P & P was authorized to proceed with the plans and specs. Carried. (Ayes 4-AG, VM, MB, RG; Absent 1-SG)
* CRC EHO-SEP – Jeff met with CRC, and it was determined that the scope of work document would not include any retrofit of well #3. It was decided to move forward with the original plan to destroy well #3. P & P developed a scop of work document for Unified Field Services to review and estimate construction costs. Unified should have the costs by the end of the month and will review the costs with CRC for approval.

The Avantus Easement Document had been forwarded to Jeff for review. He found nothing in the document contrary to the construction of the WWTP project. Concerns regarding surrounding distances from transmission poles were expressed. At the direction of the board last month, Regina had issued a letter to Avantus expressing concerns about minimal future use by the district. A response from Justin Nazerian was received and read noting that the location of the line was mandated by P G & E. The board requested that Attorney Schroeter be contacted to recommend an attorney to work with the district on the content of the easement. As this is the first time the board has entered into a land easement agreement, they want to make sure that nothing included in the document would prevent them from expanding the WWTP or use for potential water storage. The easement is the wish list of Avantus and now the district can counter with district conditions or accept the contract.

No additional information has been collected regarding the sale of water to contractors.

The Draft 6/30/23 Audit Report was sent to Regina just prior to the meeting. She will review and provide any comments to the auditor.

Attorney – Nothing

All wished Vanessa the best as she prepares for retirement and thanked her for the contribution and support, she gave to the board. The Secretary, Chairman, and Directors had no further comments.

With no additional business, the meeting was adjourned at 6:46 P.M. The next meeting is scheduled for June 19, 2024, at 5:30 PM.

Minutes submitted by Regina Houchin, Secretary to the Board