## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

DECEMBER 21, 2022

Regina Houchin, Secretary to the Board administered the Oath of Office to appointment member, Samuel Ghilarducci.

The regular meeting of the Board of Directors of the Buttonwillow County Water District was called to order by Chairman Richard Garcia at 5:32 PM at the Ag Center, 289 Main Steet, Buttonwillow, CA.

The following directors were present: Richard Garcia, Mike Burleson, Vanessa Montemayor and Samuel Ghilarducci.

Others in attendance: Regina Houchin, Mario Cervantes, Jeff Eklund, Tom Vontz, and telephonically Melissa Bergen.

The Annual Organizational Meeting was held. On a motion by Samuel Ghilarducci, second by Mike Burleson Richard Garcia was nominated as Chairman, Albert Ghilarducci as Vice Chairman, and Vanessa Montemayor as Clerk. Receiving no other nominations, a motion was made by Samuel Ghilarducci, second by Mike Burleson to elect officers as nominated. Carried. (Ayes 4- RG, MB, VM, SG; Absent - AG) \. Meetings were set for the third Wednesday of each month at 5:30 PM.

The minutes of the November 16, 2022, meeting were read and approved on a motion by Vanessa Montemayor, second by Samuel Ghilarducci Carried. (Ayes 4- RG, MB, VM, SG; Absent - AG)

# Accounts Payable

The Board reviewed the accounts payable for December 21, 2022. On a motion by Vanessa Montemayor, second by Mike Burleson, the following were approved for payment:

 M & O – Sewer $ 16,938.17 Vouchers #4777-4801

 General – Water $ 36,557.40 Vouchers #4777-4801

 Well #2 $ 2,140.79 Vouchers #4777-4801

 Well #4 $ 347.47 Vouchers #4777-4801

 Well #5 $ .00 Vouchers #4777-4801

 Less: P/R Tax $ ( 28.66) to be paid with Payroll Returns

for a cash disbursement total of $55,955.17. Carried. (Ayes 4- RG, MB, VM, SG; Absent - AG)

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. Customer accounts over 90 days totaled $12,490.11. Delinquent procedures continue to be followed.

Correspondence:

Certificate of Insurance received from Bakersfield Well & Pump

Letter from Bluewave solar inquiring about future lease opportunities.

At the request of the Kern Groundwater Authority, a letter explaining that the Buttonwillow County Water District has been involved throughout the SGMA planning efforts and supported their efforts to help ensure adequate and safe drinking water deliveries was signed and mailed by Chairman Garcia.

Public Time:

Tom Vontz approached the board regarding the on-going sewer and renter issues. His renters continue to run up utility bills and have over taxed the septic tank. The issues resulting from the initial sewer plug were discussed and Tom requested that half of the bill from R & J Wolfe be paid by the district. Chairman Garcia stated that the district did not hire Mr. Wolfe and was not responsible for the bill.

Unfortunately, Mr. Vontz proceeded with the repair without waiting for the line to be videoed as part of the grant project. Tom asked about the new lateral and if he could temporarily connect to it. Mario Cervantes told him that a temporary connection could be made, but he couldn’t guarantee that it would hold due to the age and type of pipe on Tom’s property. He inquired about the sewer bill that he had received while the water was shut off. Regina Houchin explained that once water is shut off, the monthly Ready to Serve fee remains for water but the sewer fee stops until water is turned back on. Mario confirmed that he shut off the water. Regina would look at the account and give Mr. Vontz credit for the time there was no water use due to it being shut off.

District Business:

Mario Cervantes provided his November/December monthly report. Responded to a call out at 216 E Second and was called out for low PSI due to frozen switches at wells 2 and 4. Daily monitoring of the WWTP is still necessary due to the continued equipment failures.

Jeff Eklund provides a draft of the collection system map showing most areas of the system have issues that need to be addressed. He will work with the state for targeting grant dollars. There remain areas of the system that need to be videoed, but weather has prevented completion. Will be back after Christmas to conclude the inspection.

Melissa Bergen of Self-Help shared that the CEQA document was out for correction resulting from comments addressed by the State. Plan to address comments and have it reviewed by January 9, 2023 and present to the Board at the January 18th meeting.

Comments have yet to be received from Avantus Solar, so the item was tabled.

On behalf of the District, two applications were filed for Community Development Block Grant Funding. The first on demolition of Well #1 and the 40,000 gallon storage tank and the second the Hydro Tank and Booster replacement at Well #2. The applications were hand delivered to meet the filing deadline.

Regina Houchin requested an increase in the monthly bookkeeping fee. She explained that the additional work resulting from state mandates has added considerable time to monthly processing times. The last increase was in 2012. She is requesting the fee to be increased to $2,750.00 per month. This covers accounts receivable, accounts payable, and general bookkeeping, including audit work. Any additional work will be billed to the district as needed. A motion was made by Vanessa Montemayor, second by Samuel Ghilarducci to increase the monthly bookkeeping fee to $2,750.00. Motion carried. (Ayes 4- RG, MB, VM, SG; Absent - AG).

Attorney – Nothing

Secretary – Wishing all a Merry Christmas.

Chairman – Nothing

Directors – Nothing

With no additional business, the meeting was adjourned at 6:26 P.M. The next meeting is scheduled for January 18, 2023, at 5:30 PM.

Minutes submitted by Regina Houchin, Secretary to the Board