## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

JANUARY 15, 2025

The regular meeting of the Board of Directors of the Buttonwillow County Water District was called to order by Chairman Richard Garcia at 5:35 PM at the Ag Center, 289 Main Steet, Buttonwillow, CA.

The following directors were present: Richard Garcia, Merced Moreno, and Mike Burleson.

Others in attendance: Regina Houchin and Mario Cervantes. Jeff Eklund and Melissa Bergen attended telephonically.

The minutes of December 18, 2024, regular meeting were read and approved on a motion by Mike Burleson, second by Merced Moreno. Carried. (Ayes 3-RG, MB; MM; Absent 2).

# Accounts Payable

The Board reviewed the accounts payable for January 15, 2025. On a motion by Merced Moreno, second by Mike Burleson, the following checks were approved for payment:

M & O – Sewer $ 22,675.89 Vouchers #5387-5409 General – Water $ 9,023.63 Vouchers #5387-5409

 Well #2 $ 724.65 Vouchers #5387-5409

 Well #4 $ 2,405.15 Vouchers #5387-5409

 Well #5 $ .00 Vouchers #5387-5409

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

for a cash disbursement total of $34,806.36. Check #2406 to Sierra Construction was voided. Carried. Ayes 3-RG, MB; MM; Absent 2). 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. Forty-Six customer accounts over 90 days totaled $15,456.46. Currently service to ten accounts have been shut off for non-payment. Seven accounts currently have payment arrangements to bring their accounts current. Three services are scheduled to be shut off on January 27, 2025, and twenty-four services are scheduled to be shut off on February 24, 2025, if not paid. The remaining accounts have been notified of their pending disconnect status.

Review Bank Reconciliations and Manual Journal Entries

The Board reviewed the December Bank Reconciliations and December/January Journal Entries. A motion was made by Mike Burleson, second by Merced Moreno, to accept the reports as presented. Carried. (Ayes 3-RG, MB; MM – Absent 2).

Correspondence:

* A 2024 calendar of events and seminars was received from California Rural Water Association

Public Time:

None

District Business:

Mario Cervantes presented his December/January operator’s report. Called out four times, one for frozen switch causing low PSI; one to restore water to customer who had been shut off for nonpayment; one for sewer backup found WWTP tripped and reset; shut off one to allow for repairs. Found Well #4 tripped and had to call electrician to repair. Continued extra inspections to the WWTP to avoid mechanical failure and overflows.

Jeff Eklund, P & P, reported on the following:

* Sewer Main Inspection Project – Still waiting for DFA to provide comments on draft PER. DFA representative preparing amendment, routing to management soon, approval expected by Apil/May.

Sewer Main Rehab Design work still on hold pending grant extension.

* WWTP Project – CEQA Addendum – Tom Dodson finalizing Addendum for circulation for Public Review. Consider adoption at February Board Meeting. P & P preparing draft Report of Waste Discharge (RoWD) with latest data. Provost & Pritchard is preparing the Construction Funding Application package for SHE and District to review and complete. It will then be submitted to the State.
* CDBG Well 2 Booster-Hydro Tank (CDBG funded) Kern County provided the draft agreement on January 15, 2025, for P & P and District to review. Kern County to execute an agreement in February. Paused design pending KC Agreement.
* CRC EHO-SEP – Waiting for generator that was ordered with expected delivery May 2025. Demo of Well #1 and #3 facilities have yet to be completed. Still waiting for P G & E to disconnect in February to complete demolition.
* Destruction of Well #1 – Waiting for P G & E disconnection.
* Avantus Powerline Easement –P & P contacted Gabriel (DFA). He is reviewing easement language with his supervisor on January 16, 2025. P & P requested written response regarding language in the easement document stating it would not affect future funding.

Attorney – Nothing

Secretary – Once DFA letter received, a Special Board meeting may be necessary.

Chairman- Nothing.

Directors – Nothing.

With no additional business, the meeting was adjourned at 6:15 P.M. The next meeting is scheduled for February 19, 2025, at 5:30 PM.

Minutes submitted by Regina Houchin, Secretary to the Board