## REGULAR MEETING

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

AUGUST 19, 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, and Samuel Ghilarducci

Others in attendance: Mario Cervantes, Regina Houchin, Jeff Eklund. Helena Gutierrez was present by telephone.

The minutes of the July 21, 2020 regular meeting were read and approved on a motion by Albert Ghilarducci, second by Mike Burleson. (Ayes 5 - M, B, AG, RG, SG)

# Accounts Payable

The Board reviewed the accounts payable for August 19, 2020. On a motion by Vanessa Montemayor, second by Samuel Ghilarducci, the following were approved for payment:

 M & O – Sewer $ 10,360.69 Vouchers #4132-4151

 General – Water $ 26,135.59 Vouchers #4132-4151

 Well #2 $ .00 Vouchers #4132-4151

 Well #3 $ .00 Vouchers #4132-4151

 Well #4 $ .00 Vouchers #4132-4151

 Less: P/R Tax $ ( 22.95) to be paid with Payroll Returns

for a cash disbursement total of $36,473.33. (Ayes 5 - M, B, AG, RG, 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 August 19, 2020. 64 accounts were 61+ days past due, totaling $10,003.85. The board authorized Regina to contact Attorney Schroeter about the legality of filing liens during the “No shutoff for non-payment” period.

Correspondence: None

Public Time: No one was present.

District Business

Mario Cervantes presented his July/August monthly report. He reported the Well #2 yard has been broken into and one of the old fire hydrants taken. Installed new fuses and fuel filter on the backhoe. Fixed 2” water line leak at the WWTP. Calibrated flow meter at the WWTP per State requirement.

Richard Garcia signed the Notice to Proceed, which was forwarded to the Contractor and Provost and Pritchard. P G & E Contract was also signed and delivered. Jeff Eklund provided the amended Scope of Services with a maximum increase of $2,000.00 to cover the additional work for the Water Chemistry Analysis. He believes that amount can be absorbed in the other costs, but if not the $2,000.00 allocation would need to be available. On a motion by Samuel Ghilarducci, second by Vanessa Montemayor Contract Amendment No.02 was approved with the additional allocation not to exceed $2,000.00. Carried. (Ayes 5 - M, B, AG, RG, SG)

Jeff Eklund presented Task Order 2020-02 – Engineering Services for the BW WTTPP Project Report of Waste Discharge. Under Technical Assistance Funding Management by Self-Help Enterprises, P & P assisted with the preparation of the Project Report for improvements at the WWTP. State Water Resources Control Board (SWRCB) has reviewed and agreed with the recommendations. For SWRCB to process the construction funding agreement additional items are being required and these are outside the original scope of work. The cost to prepare the Report of Waste Discharge (RoWD) is $78,000.00. After discussing options with the State, they were presented to the board for consideration. 1a) Buttonwillow Co Water District would pay for the RoWD up front and would be reimbursed through the planning application once a funding agreement is issued. Estimated refund time 6 months; 1b) The District could wait for the funding agreement for the planning application to be executed before initiating the RoWD work. This would delay the WWTP funding process by 6 months.; or 2) Prior to considering the use of the Planning Application funding for the RoWD work would be reimbursed under the Construction Application with reimbursement taking as long as 2 years. After discussion, a motion was made by Vanessa Montemayor, second by Albert Ghilarducci to approve Option 1a to minimize any delays and sign the Engineering Services Agreement Amendment #3. Carried (Ayes 5 - M, B, AG, RG, SG)

Regina reminded the board that the Cross-Connection report for 2020 must be completed by 12/31/2020. Richard reported that he had someone that could possibly prepare the report and would get the information to Regina. Vanessa indicated that East Niles has contracted with someone and she too will provide a name.

With the completion of the Equipping and Pipeline Project will come a rate for the Irrigation of the Buttonwillow Park. P & P prepared an analysis based on the BWCWD PG & E cost and included an additional fee for M & O. Water would be at $.28 per 100 cubic feet and $4,000.00 annually for M & O. Since this is a unique situation with the BWRPD paying for a portion of the well, granting a permanent easement, and connecting prior to any treatment, it was decided to get legal approval from Attorney Schroeter. On a motion by Vanessa Montemayor, second by Samuel Ghilarducci, it was moved to accept the cost analysis pending approval of Attorney Schroeter. Carried (Ayes 5 - M, B, AG, RG, SG)

Regina reported that she had no response from the 3 faxes and one email sent to County Planning as

The 2020 Local Agency Biennial Notice is due 10/1/2020. As the Conflict of Interest code was updated in 2018 and no changes have been made, the board authorized Regina to prepare the notice with no amendments.

Regina reported the Small Water Systems Electronic Annual Report has been prepared and submitted.

There was nothing to report on items pending.

Secretary – Reported that the home at 191 W Second Street had not been billed for several years. While working through the meter issues, the home was finally tied to the meter. As with other properties that have been found the same way, the office billed for 12 months and allowed payment arrangements to bring it current. A copy of the State Water Boards FACT SHEET was sent responding to the question of paying for water. The sheet indicated that yes everyone must for the water, and that Water Systems are required to provide information on alternate payment arrangements. Regina would send to Self-Help to see if they have any information regarding some of the districts they work with. If necessary, it would be sent to Attorney Schroeter for clarity. A sample arrangement notice was provided and will be discussed at the September meeting.

Chairman – Richard reported that the Buttonwillow School was entering into an agreement for solar made possible by the California Energy Commission. The District may want to look at this option.

Directors – Albert inquired about the water service at a home on 3rd street, behind him. Mario indicated that he has discussed the issue with them.

With no additional business, the meeting was adjourned at 6:25 P.M. The next meeting is scheduled for September 16, 2020 at 5:30 PM.

Meeting adjourned,

Regina Houchin, Secretary