## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

JUNE 15, 2022

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 Steet, Buttonwillow, CA.

The following directors were present: Richard Garcia, Mike Burleson, and Albert Ghilarducci.

Others in attendance: Regina Houchin, Mario Cervantes, Attorney Tom Schroeter, and telephonically Melissa Bergen, Self-help Enterprises.

Closed Session was called at 5:31 PM to confer with Legal Counsel regarding Anderson v Buttonwillow County Water District. Chairman Garcia asked Regina Houchin and Mario Cervantes to remain for closed session.

Open Session resumed at 5:43 P.M. Chairman Garcia reported on action taken in closed session. The Law Firm of LeBeau Thelen was retained as Legal Counsel, on a motion by Albert Ghilarducci, second by Mike Burleson. Motion was carried. (Ayes 3- RG, MB, AG; Absent 2 – VM, SG)

The minutes of the May 18, 2022, meeting were read and approved on a motion by Mike Burleson, second by Albert Ghilarducci. Carried. (Ayes 3- RG, MB, AG; Absent 2 – VM, SG)

# Accounts Payable

The Board reviewed the accounts payable for June 15, 2022. On a motion by Mike Burleson, second by Albert Ghilarducci, the following were approved for payment:

 M & O – Sewer $ 12,525.31 Vouchers #4636-4656

 General – Water $ 17,949.61 Vouchers #4636-4656

 Well #2 $ 2,221.88 Vouchers #4636-4656

 Well #4 $ 710.64 Vouchers #4636-4656

 Well #5 $ .00 Vouchers #4636-4656

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

for a cash disbursement total of $33,384.48. Carried (Ayes 3- RG, MB, AG; Absent 2 – VM, SG) Also noted was the transfer of $25,000.00 from the checking to account #3980822559 to cover the USDA automatic withdrawals of $9,925.00 for 5/12/22, 11/12/22 and 5/12/23. Regina Houchin reported that Wells Fargo Bank had rejected the 5/12/22 payment request due to insufficient funds. Regina called the USDA and spoke with Marcos Ramos, Kern Counties new representative and explained the situation. He said there would be no fees or additional interest for the oversight and that USDA would process the request again on June 21, 2022. Also reported checks #4650 and #4653 were the result of a damaged pipeline on a construction project. Invoice #48 in the amount of $4,168.35 was sent to State Wide Safety Systems to cover the cost of the pipeline repair.

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 $19,154.98. Shared were those on Payment Plans, those with an expected shutoff on 6/22/22 and those pending disconnection on 7/22/22 due to non-payments and or failure to make payment arrangements. The residence at 410 Cotton Avenue is being sold and a request to reestablish water service made. Regina generated a detailed bill that recorded service from 1/1/2020 showing shutoff periods, the Ready to Serve charges, the water usage, the damage to the valve, the illegal connection, etc. The total required to reestablish service to this property is $4,186.07 which includes the cost to replace the valve and make the proper connection.

Correspondence:

Invoice #5106 from Buena Vista Water Storage District has been voided, noting that the invoice had been created to show the value of water use that had been covered by them for the BWCWD as a disadvantaged community (DAC).

KCTTC – Notification that Parcel Number 101-122-13-00-3 had been sold at public auction. Final day to submit a claim is May 9, 2023. Regina will review any claim the district might have for unpaid services.

Kern County Clerk – Notice of the 2022 Local Agency Biennial Notice requesting disclosure of any amendments.

California Rural Water Association – notice of Operator Workforce Development opportunities.

Central Valley Salinity Coalition – Notice of participation renewal and payment due by August 31, 2022.

KC Public Works – Notice of Hearing for solid waste rate increase scheduled for June 28, 2022.

Public Time:

None

District Business:

Mario Cervantes presented his May/June monthly report. He received a call out due to a broken water line at 412 Sudan which was temporarily shut off service for repairs. Mario responded to a call out at 432 Cotton Avenue for a sewer backup. He had to remove a section of sidewalk to dig down to the sewer connection. As noted above, Mario responded to a waterline break at Palomas and Highway 58 due to a contractor that had drilled through the districts 6” main to install a sign. Mario was present at the Cultural survey at the WWTP. He continues to monitor the WWTP daily for issues to avoid spills.

Regina presented the progress report submitted by Jeff Eklund. WWTP Project CEQA draft document was submitted to P & P and Self-Help Enterprises for review. P & P will provide comments by June 23. The Project Report for the WWTP will be finalized addressing comments from the State. It should be submitted by the end of the Month. The Report of Waste Discharge will be updated concurrently as the State is reviewing the Project Report. Sewer Main Inspection – The contract with National Plant Services Inc for the Video Inspection of the Wastewater Collection Lines is ready for signature. National provided a quote for the traffic control related work, amendment #1 that will increase the Video Inspection project by $9,053.40 for a total of $45,196.65. National will submit the Traffic Control Plan to the County.

Melissa concurred with Jeff’s report and had nothing else to add. After discussion, a motion was made by Mike Burleson, second by Albert Ghilarducci to increase the contract with National Plant Services Inc for $45,196.65, covering the cost of the Traffic Control Plan. Carried. (Ayes 3- RG, MB, AG; Absent 2 – VM, SG).

Regina reported the Wastewater Arrearages credits have been applied to customer accounts. There will be a small amount returned to the State as a customer had made a payment after submitting the arrearages application.

Attorney – Nothing

Secretary – Nothing

Chairman – Chairman Garcia indicated that should questions arise from LeBeau Thelen, a special board meeting might be necessary. Regina will contact Richard should a meeting be required.

Directors – Nothing

With no additional business, the meeting was adjourned at 6:16 P.M. The next meeting is scheduled for July 20, 2022, at 5:30 PM.

Minutes submitted by Regina Houchin, Secretary to the Board