## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

NOVEMBER 15, 2023

The regular meeting of the Board of Directors of the Buttonwillow County Water District was called to order by Chair Richard Garcia at 5:30 PM at the Ag Center, 289 Main Steet, Buttonwillow, CA.

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

Others in attendance: Regina Houchin, Mario Cervantes. Jeff Eklund attended telephonically.

The minutes of the October 18, 2023, meeting were read and approved on a motion by Albert Ghilarducci second by Mike Burleson. Carried. (Ayes 5- MB, AG, RG, VM, SG)

# Accounts Payable

The Board reviewed the accounts payable for October 18, 2023. On a motion by Vanessa Montemayor, second by Samuel Ghilarducci, the following were approved for payment:

M & O – Sewer $ 24,230.35 Vouchers #5034-5058 General – Water $ 10,561.78 Vouchers #5034-5058

 Well #2 $ .00 Vouchers #5034-5058

 Well #4 $ .00 Vouchers #5034-5058

 Well #5 $ 4,122.95 Vouchers #5034-5058

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

for a cash disbursement total of $38,892.13. Carried. (Ayes 5- MB, AG, RG, VM, 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. 22 customer accounts over 90 days totaled $10,808.76. Shutoff notices will be delivered, and delinquent accounts disconnected. There was an issue with the meter at 245 E First. The meter is located in the back yard of the residence. This was one of the meters that could not be moved to the front of the house due to the small size, ½” line. Mario requested permission to move the meter to the alley where it can easily be shut off. The board agreed the meter/valve should be moved.

Correspondence:

* CA Special District – Information regarding financing options for renewal energy projects.
* Buena Vista Water Storage District – Letter of Support for the Belridge Pipeline Project.
* CA Water & Wastewater Arrearage Payment Program – any accounts that are past due for the period 6/16/21 through 12/31/22 would be eligible to apply for payment. Regina will review customer balances to see if any qualify.
* Letter from Community Development regarding the deadline to apply for CDBG funding. At this time there were no specific projects to submit. Regina will find out more information regarding project details.

Public Time:

No Public Time

District Business:

Mario presented his October/November operators report. Dug out cement footing for measurements at the Hydro Tank at Well #2. Sewer backup at 209 Dunford and at Meadow Street required calling out Roto-Rooter to unplug both. Dunford was the result of tree roots and Meadow from a heavy grease buildup. Daily monitoring of the WWTP continues.

Jeff provided updates on projects:

* Sewer Main Inspection Project – The backhoe was needed to uncover the manholes to complete the project. The backhoe is getting repaired and once the manholes are accessible, National Plant Services will complete the inspection.
* WWTP Engineering – Self Help Enterprises (SHE) submitted the workplan. Tom Dodson preparing the addendum for relocating the plant.
* Community Development Block Grant – Tank footings for the hydro tank were provided. Currently working on design. Jeff has not executed the purchase order request pending final review.
* CRC EHO-SEP – Richard and Jeff have been working with Juan Campos on the CRC Project details. There are two options submitted to the board. Option A included the Chlorination System and Generator and transfer, with the contingency, if required funding is not sufficient, of adding Well #1 and tank destruction. Option B is the Well and tank destruction and the Generator and transfer, with the contingency of the chlorination at well #4. Concern was that the electrical upgrade at well #2 for the Booster Hydro tank and retrofit was not included in either option. The chlorination portion of both options included a shed similar to that at Well #2. There is concern that the project must meet the state timeline and components for the electrical upgrade make take longer due to delivery times. It was suggested a meeting be called to discuss both options.
* Jeff indicated that he had not heard from Avantus regarding the solar project. Follow-up may be necessary.

Well Fargo Bank is requesting a Certification of Official Custodian Form be submitted as required for FDIC Rule 370 compliance. The Official Custodians will be the Chairman and Clerk. Positions are suggested, not names of those holding the position. Regina will complete the document and have Chairman Garcia sign.

Invitations for the Chamber Community Holiday Meeting and Dinner were delivered to each board member. The district will pay for each board member attending. The cost is $30.00 and payment for any guests should be made directly to the Buttonwillow Chamber of Commerce and Agriculture. Please RSVP by November 29th.

Attorney – Nothing

Secretary –Regina contacted P G & E regarding the Peak Day Pricing plans for Businesses, and you can opt out of Peak Day Pricing at any time.

Chairman – Nothing

Directors – Nothing

With no additional business, the meeting was adjourned at 6:26 P.M. The next meeting is scheduled for December 20, 2023, at 5:30 PM.

Minutes submitted by Regina Houchin, Secretary to the Board