## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

March 19, 2025

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

The following directors were present: Richard Garcia, Albert Ghilarducci, Merced Moreno, and Mike Burleson. Board member Samuel Ghilarducci, joined the meeting at 5:35 PM.

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

The minutes of February 19, 2025, regular meeting were read and approved on a motion by Albert Ghilarducci, second by Mike Burleson. Carried. (Ayes 5-RG, AG, MB, MM, SG).

# Accounts Payable

The Board reviewed the accounts payable for March 19, 2025. On a motion by Mike Burleson, second by Merced Moreno, the following checks were approved for payment:

M & O – Sewer $ 16,031.70 Vouchers #5440-5462 General – Water $ 12,089.58 Vouchers #5440-5462

 Well #2 $ 424.20 Vouchers #5440-5462

 Well #4 $ 2,266.58 Vouchers #5440-5462

 Well #5 $ 170.55 Vouchers #5440-5462

 Less: P/R Tax $ ( 22.94) to be paid with Payroll Returns

for a cash disbursement total of $30,959.67. Carried. (Ayes 5-RG, AG, MB, MM, 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. Thirty-Four customer accounts over 90 days totaled $13,909.21. Currently service to twelve customers have been shut off. Five customers currently have payment arrangements to assist them in bringing their accounts current. Seventeen customers have been notified of their delinquency and facing shut-off status.

Review Bank Reconciliations and Manual Journal Entries

The Board reviewed the February Bank Reconciliations and February/March Journal Entries. A motion was made by Mike Burleson, second by Albert Ghilarducci, to accept the reports as presented. Carried. (Ayes 5-RG, AG, MB, MM, SG).).

Correspondence:

* County of Kern Planning – recirculated Environmental Impact Report- Revision to Title 19 Oil & Gas Local Permitting

Public Time:

None

District Business:

Mario Cervantes presented his February/March operator’s report. Called out four times, two for sewer back-ups, one to reset plant due to power outage, and one to turn off water so customer could repair water leak. Continued extra inspections to the WWTP to avoid mechanical failure and overflows. Regina reported on information provided by Attorney Schroeter regarding the request at 415 Sudan to connect to the existing 4” sewer line. The customer would need to supply the total number of fixtures that would discharge to the line. An engineer would need to provide size and flow capacity to accommodate all units that will be connected to the sewer line. Jeff Eklund indicated P & P could provide a calculation once the number of fixture units were provided.

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

* Sewer Collection System – DFA to provide comments on the draft PER. DFA is preparing Amendment for Grant schedule extension and shifting budget to SSMP. Currently under management review, approval by April/May.
* WWTP Project – CEQA Addendum #1 – The board was presented with the Notice of Determination and a copy of the CEQA Addendum #1 prepared by Tom Dodson, Environmental Specialist. After review, a motion was made by Samuel Ghilarducci, second by Mike Burleson to adopt CEQA Addendum #1 to the previously certified “Wastewater Treatment Plant Improvements Project” Mitigated Negative Declaration, approve the modified project as presented, and direct secretary to file the Notice of Determination. Motion carried. (Ayes 5-RG, AG, MB, MM, SG).
* CDBG Well 2 Booster-Hydro Tank (CDBG funded) The Agreement between the Buttonwillow County Water District and the County of Kern Community Development was presented for approval. The application was for grant funds to design, replacement and improvement of the electrical panel and components for District Well #2 motor, including booster pump motors, generator switch and replated improvements. Additional grant funds have been requested by the district for the design, rehabilitation, installation, and construction of existing well hydro tank boosters and related improvements. The grant will cover costs up to $575,366. After discussion a motion was made by Albert Ghilarducci, second by Merced Moreno to accept and sign the Community Development Project Agreement. Carried. (Ayes 5-RG, AG, MB, MM, SG). P & P paused design until agreement is in place.
* CRC EHO-SEP – Waiting for Generator, which is expected to be delivered in May 2025. Demolition of Well #3 is complete. P G & E disconnection is scheduled to be completed in April. Following disconnection the remaining site will be cleared.
* Destruction of Well #1 – Waiting for P G & E disconnection.
* Avantus Powerline Easement – Initial payment from Avantus has been received. Easement Agreements between the District and Avantus and P G & E have been signed and recorded.
* State Water Resources Control Board Office of Enforcement issued a notice indicating they were investigating Buttonwillow County Water District’s compliance with California’s Water Shutoff Protection Act. Deficiencies in the Shutoff Policy were stated. Attorney Schroeter was contacted and a revision to the policy was made and forwarded to Laura Mooney, SWRCB for comment. Attorney Mooney responded with additional requests, which is being prepared. Attorney Schroeter prepared Resolution 2025-003 amending the BWCWD policy on discontinuation of residential water service. After discussion, a motion was made by Samuel Ghilarducci, second by Mike Burleson to adopt Resolution 2025-003. Resolution 2025-003 was adopted by roll call: Garcia-yes; A Ghilarducci-yes; S Ghilarducci-yes; Mike Burleson-yes; Merced Moreno-yes.

Attorney – Nothing

Secretary – Nothing

Chairman- Nothing.

Directors – Nothing.

With no additional business, the meeting was adjourned at 6:22 P.M. The next meeting is scheduled for April 16, 2025, at 5:30 PM.

Minutes submitted by Regina Houchin, Secretary to the Board