## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

NOVEMBER 16, 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, Albert Ghilarducci, Mike Burleson, Vanessa Montemayor and Samuel Ghilarducci

Others in attendance: Regina Houchin, Mario Cervantes.

The minutes of the October 19, 2022, meeting were read and approved on a motion by Vanessa Montemayor, second by Samuel Ghilarducci Carried. (Ayes 5- RG, MB, AG, VM, SG)

# Accounts Payable

The Board reviewed the accounts payable for October 19, 2022. On a motion by Albert Ghilarducci, second by Mike Burleson, the following were approved for payment:

 M & O – Sewer $ 17,004.40 Vouchers #4754-4776

 General – Water $ 9,533.53 Vouchers #4754-4776

 Well #2 $ 5,229.57 Vouchers #4754-4776

 Well #4 $ 3,111.96 Vouchers #4754-4776

 Well #5 $ .00 Vouchers #4754-4776

 Less: P/R Tax $ ( 28.70) to be paid with Payroll Returns

for a cash disbursement total of $34,850.76. Carried (Ayes 5- RG, MB, AG, 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. Customer accounts over 90 days totaled $12,490.11. Delinquent procedures continue to be followed.

Correspondence:

None

Public Time:

None

District Business:

Mario Cervantes provided his October/November monthly report. Called out for a broken water line at 333 Cotton. Customer made repairs. Called out to 302 Sudan due to a broken water line, found customer had broken the shut-off valve. Installed a new valve. While inspecting sewer lines on Hwy 58 with National Plant Services, found asphalt has sealed manholes. Had to break loose before National could clear the lines. Continued to monitor WWTP daily for problems and prevent overflows.

Jeff Eklund was unable to attend the meeting but provided the district with project updates. Sewer main inspection was delayed along the dirt road next to the orchard, due to rain. Will return early December t complete the project. P & P is reviewing the inspection reports, identifying location for recommended repairs and will report to the Board in December with map showing repair locations and priority.

He reported that Tom Dodson provided a draft administrative Initial study/Mitigated Negative Declaration (IS/MND) CEQA document for review on November 8th. P & P reviewed and provided comments on November 10th. Jeff estimated that the draft IS/MND can be circulated to the public within the next two weeks and could be adopted by the Board at the January meeting.

Justin Nazerian, property acquisition manager of Avantus contacted the office several times about a letter addressing questions or concerns so the project could move forward. Regina Houchin presented the board with a letter outlining questions raised by Jeff Eklund regarding the project. The draft letter included those comments. After reviewing a motion was made by Vanessa Montemayor, second by Samuel Ghilarducci to have Chairman Garcia sign the letter and send to Nazerian. Motion Carried. (Ayes 5- RG, MB, AG, VM, SG)

Regina reported that she has contacted Jeff Eklund for estimates of the two projects to be included in the CDBG Application. She will submit the application by the December 9, 2022, due date.

The district was notified that an insufficient number of persons have filed a declaration of candidacy for a vacant full term board position. A Motion was made by Albert Ghilarducci, second by Mike Burleson to recommend appointment of Samuel Ghilarducci to fill the vacant position and notify the election office. Motion carried. (Ayes 5- RG, MB, AG, VM, SG)

The Annual Community Meeting and Holiday Dinner flyer was presented to the board and an RSVP requested. Board members will be paid for by the district, however spouses or guests will be required to pay $30.00 to attend.

Attorney – Nothing

Secretary – The Ferguson Software used for the meter reads will no longer be serviced after the first of the year. Ag Center Office staff attended a zoom presentation on the new software. A tablet would be needed to better utilize the reads, but the actual billing operation will have very few changes. The software will allow easier monitoring as reads are taken for errors. The annual software cost is $1,920.00, with the initial cost of $2,423.85 which includes a belt clip upgrade. The item will be on the December agenda for consideration.

Chairman – Nothing

Directors – Venessa inquired about the damage caused by customers and if they are being billed for the repairs. Mario said that he notifies the customer that they are responsible for damages caused and are billed.

With no additional business, the meeting was adjourned at 6:05 P.M. The next meeting is scheduled for December 21, 2022, at 5:30 PM.

Minutes submitted by Regina Houchin, Secretary to the Board