## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

JUNE 16, 2021

The regular meeting of the Board of Directors of the Buttonwillow County Water District was called to order by Chairman Richard Garcia at 5:31 PM at the Lions Club Hall, 291 N Main Street, Buttonwillow.

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

Others in attendance: Regina Houchin, Timothy Jacober, John Zimmerer, and Jeff Eklund. Melissa Bergen attended via teleconference.

The minutes of the May 19, 2021, regular meeting, were read and approved on a motion by Albert Ghilarducci, second by Vanessa Montemayor. (Ayes 5 – RG, VM, AG, MB, SG)

# Accounts Payable

The Board reviewed the accounts payable for June 16, 2021. On a motion by Vanessa Montemayor, second by Albert Ghilarducci, the following were approved for payment:

 M & O – Sewer $ 33,442.97 Vouchers #4363-4388

 General – Water $ 39,937.45 Vouchers #4363-4388

 Well #2 $ .00 Vouchers #4363-4388

 Well #3 $ .00 Vouchers #4363-4388

 Well #4 $ .00 Vouchers #4363-4388

 Less: P/R Tax $ ( 28.67) to be paid with Payroll Returns

for a cash disbursement total of $73,351.75. Carried (Ayes 5 – RG, VM, AG, MB, SG)

Cash Account balance information, disbursement analysis, and P G & E analysis for accounts were provided by the secretary and reviewed by the Board.

# Accounts Receivable

Board members reviewed the delinquent accounts Receivable Report. 44 accounts were 91+ days past due with a total balance of $18,137.20. Based on correspondence from Attorney Schroeter the district must wait 60 days after the payment due date before terminating water service and must notify the customer by telephone, in writing or both at least 7 business days before discontinuing water service. The District must also explain the terms of the policy for discontinuing water services. This would include the customer being able to request payment options. Based on the need to notify the customer 60 days in advance, Tom believes that nothing can be disconnected until 60 days after the governor lifts the order. Basically, Tom recommends waiting until the Governor lifts his mandate and see what conditions, if any, he imposes and what assistance there may be to the district customers in paying their delinquencies.

Correspondence:

California Rural Water Assn – Information regarding leak detection partner – ServLine.

Kern Lafco – Seeking candidates for the Public Member and Alternate-Candidate information available.

Public Time:

None

District Business

Mario Cervantes presented his May/June monthly report. Continued to hand operate the Lift Station at 250 Buttonwillow Drive due to needed repair delayed by unavailable parts. Installed new Water Meter at 279 3rd – new construction. Bill will be presented to owner. Fence repaired at Old WW Plant. Check Valve on Booster #2 bad, ordered new one. Continue daily monitoring of WW Plant.

Jeff Eklund reported that meetings with the state indicates there is no categorical exemption, and an initial study is required. Due to the mixture of Federal and State dollars a NEQA is also required. The full cultural report would have cost $150,000.00. The earth study report was estimated at $12,000.00. Following the Cultural Survey, state review, comments, public review, comments, and responses, it is obvious the State holds the key to moving forward. The next step is submitting responses to the state for more comments. Answering a board question, Jeff indicated that the plant was designed for growth. The estimated cost of the WWTP is $6,172,000, including soft costs. Jeff reported that engineering services for the WWTP Project Report of Waste Discharge need to be amended. Cost have exceeded original estimate, due to required design changes, improvements, etc. The amended costs will be available at the July meeting.

Jeff Eklund presented the status update prepared by Jeane Hill of P & P for Well #5 Equipping and Piping. Pay Estimate #8 in the amount of $21,110.80 was presented and approved in the account’s payables.

Unified Field Services representative, Tim Jacober and and Bakersfield Well & Pump representative, John Zimmerer, were present to respond to the memorandum issued by Provost and Pritchard regarding completion of Well #5 Equipping and Pipeline Project. John explained the delay resulted from the manufacturers mistake in delivering the wrong product. He felt this was related to the pandemic as their staffing was reduced and quality control compromised. Bakersfield Well and Pump suggested three alternative solutions for consideration. Modify plans to use materials, carbon steel shafts, they have in stock, with an installation date of June 21, 2021; disassemble epoxy coated tubing and machine tube faces and reassemble for installation beginning June 28; wait for pump shaft manufacture delivery date expected next couple of weeks, installation anticipated July 6, 2021. As the timing difference was only 2 weeks, and Alternative Solutions A & B would be using materials not recommended by the engineer, the district rejected those solutions and remained with the contract in place. John would follow-up daily with Flowserve on the delivery of the tubing and would keep the district informed of when and how the delivery was shipped. The contractor requested the additional 68 days for completion based on pandemic staffing issues. The board did not approve the change order request for additional days at this time.

A letter addressed to Gary Hall of Unified Field Services Corporation was drafted outlining previous correspondence requesting additional time due Acts of God and relief from liquidated damages due to delays caused by Covid-19 pandemic. The last change order for additional time was approved extending the contract completion date to May 27, 2021. As the District does not consider delays caused by mistakes made by the pump manufacturer to fall under a force majeure event, this letter gives notice that the district per section 00 52 15 of the contract specifies $2,000 per day for each and every calendar day’s delay in finishing the work in excess of the number of Contract calendar days. A motion was made by Vanessa Montemayor, second by Samuel Ghilarducci to accept the draft, sign and forward to the contractor.

The board reviewed the Agreement for the Positive Location (potholing) of Underground Utilities between the State Department of Transportation (Department) and the Buttonwillow County Water District (Owner). To avoid delays in Positive Location of utilities, the Department would like to enter into an agreement with the Owner, at no cost to Owner, to assume control of the operation of such positive location of underground utilities, on a test basis. The agreement can be terminated by either party upon ninety (90) days written notice. After discussion, a motion was made by Albert Ghilarducci, second by Mike Burleson to enter into the agreement. Motion carried. (Ayes 5 – RG, VM, AG, MB, SG)

Regarding the Salt Control Program compliance, Jeff Eklund recommended Option 2, Alternative Salinity Permitting Approach. A check in the amount of $760.00 will be required with the agreement.

A motion was made by Vanessa Montemayor, second by Samuel Ghilarducci to apply using the Alternative Permitting. Motion Carried. (Ayes 5 – RG, VM, AG, MB, SG). Jeff would complete and submit the agreement.

Regina reported that the State Water Resources Control Board accepted the request to extend scheduling destruction of Well #1 to September 30, 2021. All other items of the Sanitary Survey have been completed.

Notice from Nancy Belton of Daniells Phillips Vaughan & Bock was received indicating, as required by the State Controller’s Office, the 6/31/2021 audit will be performed by another partner, Patrick Paggi. Regina reported that Nancy will still be available to answer any questions.

The 6/30/2020 Audit was presented for review. A Copy of the Report to the Board of Directors was distributed to each member.

Attorney

Nothing

Secretary

Nothing

Chairman

### Richard expressed his thanks to Regina for her leadership and follow-up on the ongoing projects.

Directors

Albert reported that he will not be at the July 21st meeting due to a conflict. He asked Mario to check on a report of waste being dumped from a trailer located on Sudan and Willow. Michael Houchin had requested that this service be discontinued as it is one parcel and not two. Regina will report the incident to Mario to follow up on.

With no additional business, the meeting was adjourned at 7:15 P.M. The next meeting is scheduled for July 21, 2021, at 5:30 PM

Minutes submitted by,

Regina Houchin, Secretary to the Board