## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

November 17, 2021

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

The following directors were present: Albert Ghilarducci, Vanessa Montemayor, Mike Burleson, and Samuel Ghilarducci. Chairman Richard Garcia arrived and resumed control of the meeting.

Others in attendance: In person Regina Houchin and Mario Cervantes. Jeff Eklund (P & P) and Melissa Bergen (Self-Help Enterprise) attended via teleconference.

To accommodate reports from Jeff Eklund and Melissa Bergen, Chairman Garcia moved Agenda item District Business items C, D, and F after roll call.

District Business

Jeff Eklund reported SWRCB is supposed to provide comments on the Project Report soon. The delay was due to the Project Manager change. Once the Waste Discharge Project Report comments are received P & P will update the draft Report of Waste Discharge and submit the document. Melissa Bergen reported the environmental work should be authorized soon and the full environmental report completed. The WWTP planning grant is expected to be approved soon.

The Scope of Work to conduct the necessary planting work to replace aged and damaged pipeline segments, including the Report of Waste Discharge, project C-06-8409-110 was presented for review and execution. Jeff indicated these funds would be for the work performed by Provost and Pritchard previously authorized to avoid additional delays. On a motion by Albert Ghilarducci, second by Vanessa Montemayor, Chairman Garcia was authorized to sign the State Water Resources Control Board Agreement D2001050 loan and subsequent forgiveness in the amount of $383,800.00. Motion Carried. (Ayes 5 – RG, VM, MB, AG, SG)

Mario Cervantes reported that he is still working with the contractor to fix the flowmeter and irrigation issue at the park. Jeff indicated that the work is under warranty and this work should not hold up Pay Request #12 Retention. After discussion a motion was made by Vanessa Montemayor, second by Samuel Ghilarducci to approve pay request #12 in the amount of $44,505.89. Motion carried. (Ayes 5 – RG, VM, MB, AG, SG)

Jeff thanked Chairman Garcia for allowing these items to be addressed earlier in the meeting and with no further comments or questions, Jeff left the meeting. Melissa Bergen remained on the conference call to hear other things happening in the district.

The minutes of the October 20, 2021 were read and approved on a motion by Albert Ghilarducci, second by Samuel Ghilarducci. (Ayes 5 – RG, VM, MB, AG, SG)

# Accounts Payable

The Board reviewed the accounts payable for November 17, 2021. On a motion by Vanessa Montemayor, second by Mike Burleson, the following were approved for payment:

 M & O – Sewer $ 21,851.03 Vouchers #4485-4505

 General – Water $ 8,744.66 Vouchers #4485-4505

 Well #2 $ 1,219.33 Vouchers #4485-4505

 Well #3 $ .00 Vouchers #4485-4505

 Well #4 $ 957.21 Vouchers #4485-4505

 Well #5 $ 2,512.21 Vouchers #4485-4505

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

for a cash disbursement total of $35,255.77. Carried (Ayes 5 – RG, VM, MB, AG, 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. 54 accounts were 91+ days past due for a total balance of $28,030.37, a substantial increase from last month.

Correspondence:

None

Public Time:

None

District Business

Mario Cervantes presented his October/November monthly report. Westside lift station report is still delayed waiting parts. Tesco technician reprogramed only to find another faulty part. Should be fixed this week. WWTP-both pumps not working. Pulled for repairs. Currently pumping through the Imhoff lift station and funneling back through the plant. Called out to replace two new shutoff valves. Park Flow meter was reinstalled, but still experiencing problems. Contractor is communicating with Mario to get the problem corrected.

State of CA-Department of Transportation presented the corrected Contract Document 88362-1 along with the Grant Easement Deed, which expires 8/1/2025. Included is the clause that should damage to the existing water lines occur, the DOT will immediately see that the repairs are made. On a motion by Samuel Ghilarducci, second by Vanessa Montemayor, the Right of Way Contract and Grant Easement Deed were approved for execution. Chairman Garcia will sign the documents. Motion carried. (Ayes 5 – RG, VM, MB, AG, SG)

Item E – Will Serve request for Mr. Nunez as tabled as he did not return the completed application. The Will Serve letters approved at the October meeting have been issued and waiting for payment.

To complete the Arrearage Application, original signatures are required to be uploaded. Resolution 2021-002, authorizing Chairman Garcia to sign and file documents relating to the California Water and Wastewater Arrearages Payment Program was presented for review. Resolution 2021-002 was adopted on a motion by Albert Ghilarducci, second by Samuel Ghilarducci. (Ayes: Richard Garcia, Albert Ghilarducci, Vanessa Montemayor, Samuel Ghilarducci, Mike Burleson)

The Community Dinner and Program is scheduled for December 1, 2021. The district pays for the board and system operator. If you are bringing a guest, the cost is $30.00 and should be paid to the Buttonwillow Chamber of Commerce and Agriculture the night of the dinner. Please let Regina know if you are planning to attend and if you are bringing a guest.

Attorney – Attorney Schroeter, thru an email with Regina, indicated that the district could issue the mandatory 60-day shutoff notices, putting the actual disconnection after the current end to the moratorium. Should the governor extend again, the notices would have to be reissued to have the account physically disconnected after the end of the moratorium. The board instructed the secretary to send the notices.

Secretary

Nothing-Nothing

Chairman & Directors - Nothing

With no additional business, the meeting was adjourned at 6:33 P.M. The next meeting is scheduled for November 17, 2021 at 5:30 PM.

Minutes submitted by,

Regina Houchin, Secretary to the Board