## REGULAR MEETING – BUTTONWILLOW COUNTY WATER DISTRICT

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

AUGUST 21, 2024

The regular meeting of the Board of Directors of the Buttonwillow County Water District was called to order by Chairman Richard Garcia at 5:34 PM at the Ag Center, 289 Main Steet, Buttonwillow, CA.

The following directors were present: Richard Garcia, Albert Ghilarducci, Samuel Ghilarducci and Merced Moreno.

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

The minutes of the July 17, 2024, regular meeting were read and approved on a motion by Albert Ghilarducci, second by Samuel Ghilarducci. Carried. (Ayes 4-AG, SG, RG, MM; Absent 1-MB). The July 18th special meeting was posted in the event board members wished to attend the Buena Vista Water Storage meeting. Only Chairman Richard Garcia attended, therefore no meeting was called.

Review Bank Reconciliations and Manuel Journal Entries

Samuel Ghilarducci, Clerk of the Board, was presented bank reconciliations and copies of the adjusted journal entries to review.

# Accounts Payable

The Board reviewed the accounts payable for August 21, 2024. On a motion by Samuel Ghilarducci, second by Albert Ghilarducci, the following checks were approved for payment:

M & O – Sewer $ 18,536.02 Vouchers #5267-5294 General – Water $ 11,404.25 Vouchers #5267-5294

 Well #2 $ 1,568.95 Vouchers #5267-5294

 Well #4 $ 6,773.19 Vouchers #5267-5294

 Well #5 $ 3,772.60 Vouchers #5267-5294

 Less: P/R Tax $ ( 28.69) to be paid with Payroll Returns

for a cash disbursement total of $42,026.32. Carried. (Ayes 4- AG, SG, RG, MM; Absent 1-MB). It was noted that August 31st would be the last bill from the gardener at Well site 1 & 3 as no maintenance is being done due to the CRC project.

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. 27 customer accounts over 90 days totaled $12,529.73. Required notifications have been mailed and disconnection notices hand delivered. One account is scheduled to be disconnected on July 29, 2024, six accounts scheduled for disconnection on August 21, 2024; seven have been shut off, and thirteen accounts have made payment arrangements.

Correspondence:

* County of Kern – Notice of available surplus property for sale. Location - 517 Rose Avenue, Taft.
* Kern County Planning Commission – Hearing notification, September 12, 2024 – Board of Supervisors Chambers – Carbon Capture & Storage Facility
* Planning & Natural Resources Department-Draft Recirculated EIR – CRC Carbon TerraVault I.
* Public Hearing – Board of Supervisors – General Plan Amendment – Clean Harbors, Buttonwillow LLC
* State Water Resources Control Board – Public Hearing – February 20, 2025, SGMA – Determine designation as a probationary basin.

Public Time:

None

District Business:

Mario Cervantes presented his July/August operation report. Responded to two callouts for low PSI and one for broken water line. Unplugged one line and found Well #4 tripped, reset. Continued to daily monitor WWTP to prevent overflows and recalibrate when needed.

Jeff Eklund, P & P provided updates on the following items:

* Sewer Main Inspection Project – P & P still waiting for comments from DFA on Draft PER. On hold pending DFA approval of grant schedule extension. Revised DFA Amendment for Grant schedule extension. Checking to see if funds can be reallocated to SSMP.
* WWTP Engineering – Tom Dodson continues to work on the CEQA Addendum. P & P has responded to questions and reviewed the project description. Submitted final to DFA. 30% of design awaiting approval through Self-Help. Initiate survey and design upon approval.
* CDBG Well 2 Booster-Hydro pneumatic Tank (CDBG funded) December delivery still expected. P & P to finalize construction plans and specifications for bid at end of summer.
* CDBG Grant Application for Electrical Retrofit (CDBG) Kern County’s Action plan approved. Design to begin and will be integrated into the pump/hydro pneumatic tank project.
* CRC EHO-SEP – Jeff reviewed the budget and overage consideration with the Board. Jeff extended a call to Tim Jacober with UFS to review the quote and discuss the changes to the electrical work. Jeff reported on his conversation with the San Joaquin Air Pollution Control Board regarding the required stationary generator. The SJAPCB requires a stationary generator. In discussions with CRC, Jeff was told there were no additional funds to cover the changes for the electrical upgrade. The board authorized Regina to speak with Juan Campos of CRC about other funding or cost sharing for the overage.
* Destruction of Well #1 – no update. The request is the project align with the destruction of Well #3.

Regina spoke with Randy Merriman of Merriman Hurst and Associates, and he is scheduled to visit the site, and the appraisal should be ready by the end of August.

There was no action on the Avantus Solar Project Easement pending the appraisal and final comments from Attorney Schroeter.

The district received 4 requests for Will Serve Letters. Regina indicated that one request was a renewal from one requested in 2021. There has not been a home on the property and so the water and sewer fees would be required. Three properties are from one owner. One property has existing water and sewer hookup, but the other two APNs would require fees for both water and sewer. Construction of duplexes is in the project description. A motion was made by Samuel Ghilarducci, second by Merced Moreno to issue the Will Serve Letters. Carried. (Ayes 4- AG, SG, RG, MM; Absent 1-MB).

Daniells, Phillips, Vaughan, Bock submitted an arrangement letter for preparing the 6/30/24 audit. Albert Ghilarducci moved to contract with Daniells, Phillips, Vaughan, Bock to complete the audit and sign the arrangement letter. Carried. (Ayes 4- AG, SG, RG, MM; Absent 1-MB).

A letter from Buena Vista Water Storage District was received indicating their compliance with SB 553. Regina will contact BVWSD regarding the inquiry as it doesn’t seem to affect the district.

The Central Valley Salinity Coalition participation fee was included in the accounts payable approved. The item was on the agenda if a check could not be issued, and an ACH payment required. No further action required.

Attorney – Nothing

Secretary – No Additional information

Chairman – No comments

Directors – No comments

With no additional business, the meeting was adjourned at 7:05 P.M. The next meeting is scheduled for September 18, 2024, at 5:30 PM.

Minutes submitted by Regina Houchin, Secretary to the Board