## REGULAR MEETING

SEWER, KERN MUTUAL, BID#1, WSV DISTRICT

January 15, 2020

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 Building.

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

Others in attendance: Regina Houchin, Helena Gutierrez.

The minutes of the December 18, 2019 regular meeting were read and approved on a motion by Vanessa Montemayor, second by Mike Burleson. (Ayes 4 - RG, M, B, SG – Absent 1)

# Accounts Payable

The Board reviewed the accounts payable for January 15, 2020. On a motion by Albert Ghilarducci, second by Vanessa Montemayor, the following were approved for payment:

 M & O – Sewer $ 11,009.75 Vouchers #3984-3998

 General – Water $ 8,765.94 Vouchers #3984-3998

 Well #2 $ 526.17 Vouchers #3984-3998

 Well #3 $ .00 Vouchers #3984-3998

 Well #4 $ 1,278.46 Vouchers #3984-3998

 Less: P/R Tax $ (22.96) to be paid with Payroll Returns

for a cash disbursement total of $21,557.36. (Ayes 4 - RG, AG, M, B - Absent 1)

Cash Account balance information, P G & E and Disbursement Analysis for month and year to date comparisons were provided by the secretary and reviewed by the Board.

# Accounts Receivable

Board members reviewed the accounts Receivable Report for January 15, 2020. 11 accounts were in the 91+ days and notified of shutoff.

Correspondence

* P G & E Notice requesting information if Essential Use Exempt Status has changed.
* Cal Natural Resources Agency – Proposition 68 Funding – BWCWD doesn’t qualify

Public Time:

No one was present.

District Business

Mario Cervantes provided his December/January monthly report. He responded to a call out to shut water off for a customer’s repair. Shut off 3 customers for non-payment and will monitor the residences in the event water is illegally turned back on. Continue rereads on customers when accounts seem high or no use. Issues continue at the WWTP, requiring daily monitoring. Each time there is a power surge, the plant shuts down. Required me to come reset the system. Took water level reads. No major shift in levels.

The District Website through Streamline is being created. Staff will take an online class to show how to upload agenda, minutes, board member information, etc. The cost is based on revenue; therefore the cost is $75.00 per month. It is a month to month contract should the district decide to change. Requires a 30-day notice.

Helena Gutierrez was present to discuss the WWTP. She presented several forms that needs to be included with the application. Previous forms were not dated. Helena indicated the application will be submitted with these new documents. She inquired about the information Self-Help has been given regarding Gas/Propane use. As Buttonwillow townsite received natural gas from Southern California Gas, there was not further to discuss.

Mario reported that he discussed with Jeff Eklund of P & P issued relating to the backflow devise and the pressure needed to open the check valve. He is working with Jeff to revise the plans. Regina reported that the Banducci Easement has been drafted by Attorney Schroeter and asked that it be forwarded to Jeff Eklund to review and comment.

Resolution 2020-001 – Approving a Written Policy on Discontinuation of Residential Water Service in accordance with the State Water Shut-Off Prevention Act, was presented for review and approval. Attorney Schroeter reviewed the current policy and found that the District already complies with many of the aspects of the new shut-off policy shown as Exhibit “A”. After discussion and review a motion was made by Mike Burleson, second by Vanessa Montemayor to approve Resolution 2020-001. Each director was asked to vote. Garcia, yes; Albert Ghilarducci, yes; Montemayor, yes; Burleson, yes. Member Samuel Ghilarducci was absent. Motion carried.

Ordinance 1-2020, amending the existing ordination to comply with the State Water Shutoff Protection Act was presented for review. An email from Attorney Schroeter discussed the Ordinance and answered some of the previous question brought up. After discussion a motion was made by Vanessa Montemayor, second by Mike Burleson to adopt amended Ordinance 1-2020. Directors Garcia, A Ghilarducci, Montemayor and Burleson voted yes, Director S. Ghilarducci was absent.

No additional information was available for the items under pending business.

Secretary

Regina requested a time change for the February meeting. She has a conflict with the 5:30 meeting and would like it moved up to 4:00. All members agreed to the time change.

### Chairman

### Water Association Summit has information for the board members.

Directors

Nothing

With no additional business, the meeting was adjourned at 6:13 P.M. The next meeting is scheduled for February 19, 2020 at 4:00 PM.

Meeting adjourned,

Regina Houchin, Secretary