

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
June 2, 2020

Members present – Jim Jones, Jim Gerdes, David Anderson, Frank Hilliard and Joe Sequeira.

Members absent – None.

Public in Attendance – None.

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Action Items

A motion to approve the Consent Items was made by David Anderson and seconded by Jim Gerdes.
Motion passed 5-0.

A motion to approve Bills Payable: June 2020 was made by Joe Sequeira and seconded by Frank Hilliard.
Motion passed 5-0.

A motion to approve the extension of the Conditional Can and Will Serve Letter for Bloss Cove Project (Bloss Cove Estates Inc. – Ramson Piro) was made by Jim Gerdes and seconded by David Anderson.
Motion passed 5-0.

A motion to approve Resolution No. 533, a Resolution of Intent to Adopt Budget for 2020/2021 Fiscal Year and Calling a Public Hearing Thereon was made by Jim Gerdes and seconded by Joe Sequeira.
Motion passed 5-0.

A motion to approve Resolution No. 534, a Resolution Implementing Annual Adjustment to Facilities Fees, Capital Improvement Fees, Impact Fees, and Inspection Fees Pursuant to Ordinances Set Forth in Title Four of the Hilmar County Water District Code was made by David Anderson and seconded by Jim Gerdes. Motion passed 5-0.

A motion to approve Resolution No. 535, a Resolution Calling for an Election for Certain Members of the Board of Directors and Designating Election Procedures for Coordination with Merced County Elections Department was made by Jim Gerdes and seconded by Frank Hilliard. Motion passed 5-0.

Meeting –06/02/20
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The meeting was called to order at 5:11 p.m. by President Jim Jones.

Roll Call – Conducted by the Board Secretary.

Jim Jones, President	Present
Frank Hilliard, Vice-President	Present
David Anderson, Board Member	Present
Jim Gerdes, Board Member	Present
Joe Sequeira, Board Member	Present

Also present was Mr. Stuart Spencer, Mr. Spencer Supinger and Dina Borges.

Consent Items – A motion was made and seconded to approve the Consent Items.

Public Forum – None.

District Manager’s Report –

Curtis Jorritsma reported the Jake Well pumped nearly 1 MG and the Woody Well pumped 33 MG. The total water pumped for the month was 34.332 MG. Water use was up by 6% compared to May 2019. Our water loss ratio was 1.3%. Our average flow at the WWTF was 390,000 gallons and our total flow for the month was 12.240 MG. This figure is lower compared to last year’s flow. TSS was 71mg/L and BOD was 44mg/L for the month of May. We are still waiting for results from the May 26th samples.

The District is continuing the process of maintaining locked doors during office hours and allowing one customer in at a time, for cash payments, as the Covid-19 Pandemic continues. As soon as we receive the supplies necessary, hand sanitizer dispenser for the customers, we will open the District office and practice the reasonable guidelines provided by the CDC. We hope to conduct our July Board meeting at the office.

Curtis reported he received the proposal from Robert Johnson Accountancy Corporation to perform the 2019-20 Audit in the amount of \$6,700.00. This amount is the same as last year. He plans to sign the proposal and submit it to Mr. Johnson.

Curtis provided an update on the Merced County Geer Road Improvements project. The project is being wrapped up and today we submitted approval of our facilities to the County.

Curtis informed the Board, the Master Plan for the Water and Storm Drain has been awarded to QK Engineering and the Waste Water has been awarded to Black Water Engineering. The kick-off meeting was held and we are underway. The hope is to have a draft late October or the beginning of November. At that point we can go back to Clayton Tuckfield and have him complete our rate study based on the results from the Master Plan.

Curtis reported Cody was involved in a vehicle accident during company time. No one was hurt. The vehicles can be fixed.

Curtis informed the Board it’s looking like we will need a new curtain for the maturation pond at the WWTF. We are looking at about \$25,000.00 for one. He will be doing some research if it would be best to get 1 or 2 new curtains. He plans to have this as an agenda item at the next meeting.

Curtis reported he received a notice from CV-Salts regarding Nitrate Control Board. This is something we will have to adhere to in the future.

Directors Reports – None.

Action Items –

- A) The bills that are due to be paid in June were presented and a motion was made and seconded to pay them.

- B) Curtis presented the request for the extension of the Conditional Can and Will Serve Letter for Bloss Cove Project (Bloss Cove Estates Inc. – Ramson Piro). This project is for 94 EDUs. The project is static based on our current water scenario. Staff recommends approving the extension of the Conditional Can and Will Serve Letter for 12 months. A motion was made and seconded to extend the Conditional Can and Will Serve Letter.
- C) Curtis presented Resolution No. 533, a resolution of intent to adopt Budget for 2020/2021 fiscal year and calling a public hearing thereon. This resolution calls for a public meeting at the July 7th meeting before adopting the 2020/2021 fiscal year budget. A motion was made and seconded to approve Resolution No. 533.
- D) Curtis presented Resolution No. 534, a resolution implementing annual adjustment to Facilities Fees, Capital Improvement Fees, Impact Fees, and Inspection Fees pursuant to ordinances set forth in Title Four of the Hilmar County Water District Code. This is the annual adjustment to our fees relating to development based on the Engineering Record Construction Cost Index. This year's increase will be 3.6%. A motion was made and seconded to approve Resolution No. 534.
- E) Curtis presented Resolution No. 535, a resolution calling for an election for certain members of the Board of Directors and designating election procedures for coordination with Merced County Elections Department. Mr. Sequeira and Mr. Jones are up for election. Merced County requires we have a resolution calling for an election. Mr. Stuart Spencer stated the Board needs to determine if the Candidate's Statement, if desired, will be paid by the District or by the Candidate. After further discussion, the Board determined the Candidate will be responsible to pay for a Candidate's Statement if they choose to submit one. A motion was made and seconded to approve Resolution No. 535 reflecting the Candidate will be responsible to pay for a Candidate's Statement.

Discussion Items –

Curtis went over the second draft of the 2020/2021 FY Budget. He went over the reserve funds the District currently sets aside. Based on this we are presenting a Budget that operates in the red. He believes the Board does a good job by having these reserves even if the levels may need to be adjusted at a later date based on the future Master Plan/Rate Study. He believes, the District is heading in the right direction by implementing the Master Plan/Rate Study.

Curtis informed the Board the candidate filing forms must be picked up by the candidate from the Registrar of Voters and Elections Office, 2222 M Street, Merced, during the filing period: Monday, July 13, 2020 through Friday, August 7, 2020. Office hours are 8:00 a.m. to 5:00 p.m.

Closed Session

The Directors Convened to Closed Session at 5:59 p.m. to conference with Real Property Negotiator per Government Code Section 54956.8. Property: APN 015-015-024.

Directors returned to Open Session at 6:15 p.m. Staff was given direction by the Board regarding property APN 015-015-024.

There being no further business the meeting was adjourned at 6:16 p.m.

Respectfully Submitted,

Tina Buge

Approved by:

Jim Jones

Board Member

07-08-20

Date