

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
July 7, 2020

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

Members absent – None.

Public in Attendance – Roman Acosta with JB Anderson Planning, Mr. David Alvares, Mr. Lloyd Pareira, Supervisor District Four (Joined for part of the meeting).

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Action Items

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

A motion to approve Bills Payable: July 2020 was made by Jim Gerdes and seconded by Frank Hilliard. Motion passed 5-0.

A motion to approve the extension of the Conditional Can and Will Serve Letter for Poquito Lakes (Poquito Lakes – JKB Homes) was made by Frank Hilliard and seconded by Jim Gerdes. Motion passed 5-0.

A motion to approve the extension of the Conditional Can and Will Serve Letter for 19465 American Avenue (Edward R. Ellington and Barbara J. Ellington) was made by Jim Gerdes and seconded by Joe Sequeira. Motion passed 5-0.

A motion to approve the Can and Will Serve Letter for Karen Ellington and Richard Homer was made by Jim Gerdes and seconded by Frank Hilliard. Motion passed 5-0.

A motion to approve Resolution No. 536, a Resolution Adopting Budget for 2020/2021 Fiscal Year was made by Jim Gerdes and seconded by David Anderson. Motion passed 5-0.

Meeting –07/07/20
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The meeting was called to order at 7:00 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 582,000 gallons and the Woody Well pumped 39.858 MG. The total water pumped for the month was 40.440 MG. The total water use was up by 18% compared to June 2019. Our water loss ratio was .5%. The Woody Well has been making some noises, the bearings might be going bad on the pump. We plan to pull the pump in the next week or two. Our average flow at the WWTF was 362,000 gallons per day and our total flow for the month was 10.879 MG. Our TSS and BOD results remain high. We are still waiting for results from the June 30th samples. The maturation pond is completely clean and graded. We are working on getting quotes for curtains and have spoken with Dr. Green. We are looking at running some perk tests at the pond before filling the pond back to a normal operating level.

The District had hoped to conduct the July Board Meeting in person, however, since Covid-19 cases are up we opted to continue with the teleconference option for everyone's safety. We will continue to keep the office door locked as well.

Curtis reported we will be switching our cell phone service to FirstNet (AT&T). We, as a District, have the opportunity to join this network. It is a nationwide network only available to first responders.

Curtis provided an update on the Master Plan, we are gathering the information needed to work on the plan. He also reported Cody's truck should be all fixed and ready to go this week.

Curtis informed the Board he has been in contact with CV-Salts regarding Nitrate Control Program. We will be hearing a lot more regarding Nitrate monitoring and controls in the next couple of months.

Curtis introduced Mr. Alvares to the Board. Mr. Alvares may possibly be interested in running for the Board this upcoming election.

Curtis informed the Board he will be on vacation for the next week.

Directors Reports – None.

Action Items –

- A) The bills that are due to be paid in July 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 Poquito Lakes (Poquito Lakes – JKB Homes). This project is for 86 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 the request for the extension of the Conditional Can and Will Serve Letter for 19465 American Avenue (Edward R. Ellington and Barbara J. Ellington). This project is for 2 sewer EDUs and 1 Water EDU. 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.

- D) Curtis presented the request for a Can and Will Serve Letter for Karen Ellington and Richard Homer. This Can and Will Serve request is for one water service in order to move forward with the process with Merced County. The current Conditional Can and Will Serve letter states one sewer connection as well. At this time, the District does not have sewer infrastructure in the area. Staff recommends approving the Can and Will Serve Letter for one water service. A motion was made and seconded to approve the Can and Will Serve Letter.
- E) Curtis presented Resolution No. 536, a resolution of adopting Budget for 2020/2021 fiscal year. The Public Hearing to adopt the proposed District Budget for 2020/2021 fiscal year was legally noticed in the Hilmar Times and posted at three sites in Hilmar. We received no written comments and there were no comments from those present. Curtis presented the final draft of the budget. Our 2019/2020 budget was over by \$32,000.00. This is not acceptable. The main reason for this was how the maintenance at the maturation pond has been handled. The 2020/2021 Budget does include a cost of living wage increase of 1.6%. The Budget reflects an estimated revenue of \$1,471,500.00 and an estimated expenditure of \$1,735,505.00 for a difference of \$264,005.00. It is critical we keep our rates and rate structure up to date. The Master Plans will drive what the District can and should do. Future goals will be to work on a reserve policy for the District. We will wait until the end of the fiscal year and see if we will go forward with the equipment purchase – new pickup as stated on the Budget. We will be looking for new utility billing software. Staff recommends approval of the 2020/2021 Budget. A motion was made and seconded to approve Resolution No. 536.

Discussion Items –

Curtis informed the Board, Merced County Registrar of Voters Office now has online candidate filing portal. At this time, they are only taking in person candidate filings by appointment. The filing period begins Monday, July 13, 2020 through Friday, August 7, 2020.

Curtis went over the Audit Engagement Letter, received from Mr. Robert W. Johnson and Accountancy Corporation. They will be in contact with us to schedule our 2019/2020 audit.

Closed Session

The Directors Convened to Closed Session at 8:30 p.m. to discuss Public Employee Matters – Maintenance Operator and to conference with Real Property Negotiator per Government Code Section 54956.8. Property: APN 015-015-024.

Directors returned to Open Session at 8:41 p.m. Staff was given direction by the Board.

There being no further business the meeting was adjourned at 8:41 p.m.

Respectfully Submitted,

Tina Borgs

Approved by:

Jim Jones

Board Member

8-5-20

Date