

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
September 7, 2021

Members present – Jim Jones, David Anderson, David Alvares, and Jim Gerdes.

Members absent – Frank Hilliard.

Public in Attendance – None.

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Action Items

A motion to approve the Consent Items was made by Jim Gerdes and seconded by David Alvares. Motion passed 4-0.

A motion to approve Bills Payable: September 2021 was made by Jim Gerdes and seconded by David Alvares. Motion passed 4-0.

A motion to approve the extension of Conditional Can and Will Serve Letter for Mike Wadsworth – Wadsworth Properties Limited Partnership was made by David Alvares and seconded by David Anderson. Motion passed 4-0.

A motion to approve Resolution 546 – Resolution Joining Hilmar County Water District to the Mid-State Special Districts Association and Authorize General Manager to Execute Associated Documents was made by Jim Gerdes and seconded by David Anderson. Motion passed 4-0.

Meeting – 09/07/21
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The meeting was called to order at 5:28 p.m. by President Jim Jones.

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

Public Forum – None.

District Manager’s Report –

Curtis Jorritsma reported we pumped a total of 39.623 MG and billed a total of 36.618 MG for a loss of 7.6%. We did discover water was being pulled at a hydrant without a meter, this might have contributed to the higher water loss. As we go forward, we will explore additional options to have the ability to monitor hydrants and get notification when they are being used. Curtis also reported TSS was 28.9mg/L and BOD was 23.6mg/L. The average flow at the plant was .295MG, the max flow was .369MG and the total flow was 9.152MG.

Curtis informed the Board, the auditors were in the office on August 23rd and 24th and completed the audit. The process went well. Mr. Bob Johnson passed away in December of last year and his daughter and granddaughter were the ones who came to the District to conduct the audit. All the input provided was positive. We will receive the final report in a couple of weeks.

Curtis provided an update on the new billing software. The old and new systems are running side by side. Staff is working diligently to make sure everything is balancing. The new rate structure will become effective with the October billing. Notices were sent with the August statements notifying customers of the implementation of a processing fee for using a credit or debit card effective in October.

Curtis reported Jeff and Zac are scheduled to attend training for their Grade 1 Wastewater certification at the of the end of this month. He also reported, he's been working with Merced County Environmental Health regarding Well #7 permits, in the meantime Merced County Environmental Health stated there was a violation on file regarding Well #6 from 2013. We may receive a notice of violation and the hope is there won't be any fees associated with the notice. We will continue to work with Merced County Environmental Health and make sure everything is up to date. Curtis informed the Board that Mr. Bob Bettencourt passed away over the weekend. Bob was a former, long time employee and is Cody's dad. We express our sympathy to the Bettencourt family at this difficult time. We will notify the Board as to when the services will be. Curtis does plan to have the office close, in order for staff to have the ability to attend the services.

Director Reports – Mr. David Anderson inquired on clarification of the General Manager Title and the Secretary Title. Mr. Stuart Spencer stated these are two different positions. One position is the District Manager position and the second is the Secretary of the Board of Directors. Curtis does hold those two titles.

Action Items –

- A) The bills that are due to be paid in September were presented and a motion was made and seconded to pay them.
- B) Curtis presented the request to extend the Conditional Can and Will Serve Letter for Mike Wadsworth – Wadsworth Properties Limited Partnership. The request is for 105 lots. The District's water situation has not changed. Staff recommends approving 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 546: A resolution joining Hilmar County Water District to the Mid-State Special Districts Association and Authorize General Manager to execute associated documents. This resolution would allow Hilmar County Water District to join the local group. We are a member of California Special District. Curtis was approached by our local representative, inquiring if we would be interested in being part of forming this local group. By being part of this local group, it will help with LAFCO representation. Staff recommends approval of Resolution 546. A motion was made and seconded to approve Resolution 546.

Discussion Items –

- A) Curtis discussed that the Covid-19 suspension of water shut-off order will expire on September 30th. We have 3 accounts with a combined total of \$1,955.00 that is past due. We have not had any response from the customers after various phone calls and letters. Liens have been placed on all 3 accounts. There was discussion if the Board would want to follow the SB 998 specifications or provide other options to these customers. Based on the

SB 998 we may provide a payment plan up to 12 months as long as the customer makes the payment outlined with the current monthly amount due. It was determined to follow the guidance stated on SB 998. Effective in October the District will follow the rules outlined on SB 998.

- B) Curtis informed the Board that Caltrans has been looking at various options regarding the flooding at the intersection of SR 165 and August Avenue. They have looked at various options, some being long term pumping, building basins to collect the water, and looking at the possibility of tying into the Bella Terra Storm Drain Basin. Curtis will update the Board once the District is approached by Caltrans.
- C) Curtis reported he has various conversations with Dr. Bailey Green regarding our WWTF. Mr. Green is very passionate with what he does. Curtis had a Zoom call with Mr. Green last week. Mr. Green is very interested in the Bureau of Reclamation Water Smart Grants. His suggestion is for improvements at the plant, but for problems we don't currently have. The Bureau of Reclamation has various grant opportunities regarding water efficiency and energy efficiency. With the Board's permission, Curtis would prefer to pursue these types of grant funding opportunities for other, more relevant projects. He would work with QK Engineering and California Consulting to pursue these Grants.

There being no further business the meeting was adjourned at 6:32 p.m.


Respectfully Submitted,



Approved by:



Board Member



Date