

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
August 4, 2020

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

Members absent – None.

Public in Attendance – Mr. David Alvares.

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Action Items

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

A motion to approve Bills Payable: August 2020 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 Richard Ellington Subdivision (Richard & Juanita Ellington) was made by David Anderson and seconded by Frank Hilliard. Motion passed 5-0.

Meeting –08/04/20
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The meeting was called to order at 7:04 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 water consumption for the month of July was a normal volume for being summer. The Woody Well pumped 39.320 MG and the Jake Well pumped 1.937 MG. The total water pumped for the month was 41.257 MG. The Woody Well was off for a day or so because it had been making some noises and we had to trouble shoot. Our average flow at the WWTF was 347,000 gallons per day and our total flow for the month was 10.772 MG. Our TSS and BOD results are starting to decline. The maturation pond is currently empty and we are waiting on a new curtain for the maturation pond.

Curtis informed the Board we continue to monitor the COVID19 situation. We are working towards opening the office tentatively at the end of the month. We will make sure all the proper protocols have been addressed before doing so.

Curtis reported Well 7 went down Sunday morning (August 2nd). We had Fosters Pumps come out and today they pulled the shaft. Something caused the shaft to snap. They will be videoing the casing. With Well 7 being down, Well 6 becomes the lead well. When Well 6 becomes the lead well the arsenic level tends to rise. The hope is that since Well 7 went down at the beginning of the month it will give us plenty of time to blend our arsenic results, as long as we can get Well 7 repaired.

Curtis reported the Master Plan is moving along. Both firms are waiting on information from the District. Curtis will provide an update on each plan at the September meeting.

Curtis informed the Board he received a letter from Stanislaus Regional Water Association (SRWA) reaching out with information on their project and to explore the possibilities of joining the project. He plans to bring a full report to the September meeting.

Curtis reported he conducted the employee reviews last week. Overall the reviews went well.

Curtis informed the Board our annual audit is scheduled for August 24-25.

Curtis provided an update on upcoming projects. First is the Caltrans job – Caltrans will be working starting at Hwy 99 to the Stevinson bridge. They will be seal coating through Hilmar. The project will mainly be done at night and will start next week. Project 19-01: WWTF Safety, Security, and Process Improvements, looking at changing this project to include the maturation pond, new curtain and possibly other improvements. Working on putting plans together.

Curtis presented the new format for the savings accounts breakdown. The new format incorporates a reserve account based on 15% FY expenditures. Mr. Stuart Spencer stated the rate study will state as to what a reserve fund might consist of. It was discussed, the possibility of having a 20% reserve. Curtis will have a conversation with Clayton Tuckfield regarding establishing a comfortable reserve amount.

Directors Reports – None.

Action Items –

- A) The bills that are due to be paid in August 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 Richard Ellington Subdivision (Richard & Juanita Ellington). This project is on the NE corner of Camden and American Avenue. Not much progress with this project and 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.

Discussion Items –

Curtis reminded the Board the filing deadline for the 2020 Board of Director’s Election is this Friday, August 7th. Currently two individuals are signed up. Mr. Jim Jones and Mr. David Alvares have signed up. Mr. Sequeira has decided to not run for another term.

Curtis provided an update on the SCADA System project the Board previously approved. We are waiting on going forward with this project until the Master Plan is complete. As far as new projects, there’s none until the Master Plan is complete.

Closed Session

The Directors Convened to Closed Session at 7:53 p.m. to discuss Public Employee Appointment – 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 8:16 p.m. Staff was given direction by the Board.

There being no further business the meeting was adjourned at 8:16 p.m.

Respectfully Submitted,



Approved by:



Board Member



Date