

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
December 1, 2020

Members present – Jim Jones, Jim Gerdes, David Anderson, Joe Sequeira and Frank Hilliard (via Zoom).

Members absent – None.

Public in Attendance – Mr. David Alvares, Mr. Stuart Spencer (via Zoom) and Mr. Spencer Supinger (via Zoom).

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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: December 2020 was made by Jim Gerdes and seconded by Frank Hilliard. Motion passed 5-0.

A motion to approve Resolution 537: A Resolution Designating New Time of Regular Meetings of the Board of Directors of the Hilmar County Water District was made by Jim Gerdes and seconded by David Anderson. Motion passed 5-0.

A motion to approve Resolution 538: A Resolution Adopting Long-term Master Plans for Necessary Maintenance, Repair, Replacement and Development of the District's Water Distribution System, Wastewater Collection System, Wastewater Treatment Facility, and Storm Drainage System was made by David Anderson and seconded by Jim Gerdes. Motion passed 5-0.

Meeting – 12/01/20
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The meeting was called to order at 7:00 p.m. by President Jim Jones.

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

Public Forum – None.

Directors Organizational Proceedings Conducted by District Secretary –

- A) Curtis thanked Mr. Sequeira for his dedication to this Board and to the community and for serving for 26 years. He presented Mr. Sequeira with a plaque as a small appreciation of his service. Mr. Sequeira thanked the Board and Curtis for the plaque and stated he has enjoyed being part of the Board.
- B) Curtis Jorritsma administered the oath to the appointed Directors – Mr. Jim Jones and Mr. David Alvares.

District Manager's Report –

Curtis Jorritsma reported he has set up ride along interviews with three applicants for next week to fill the position of a fourth operator. Curtis distributed the breakdown of how much the District has spent in the last 10 years, to clean out lift stations, flush sewer lines, clean out hydrant pond, as requested by Mr. Gerdes. We have spent \$129,277.00 with Applegate Teeples and \$5,200.00 with Lopes Septic. Curtis stated \$83,390.00 of pumping costs have taken place in the last four years. This is mainly due to proper disposal and a more consistent maintenance schedule. Mr. Gerdes stated he went online and saw some used Vac Trucks costing around \$200,000.00. It may be worth looking at a used truck.

Curtis reported TSS & BOD results are better, but still in exceedance of the normal levels. We continue to work on our processes to resolve these issues.

Directors Reports – None.

Action Items –

- A) The bills that are due to be paid in December were presented and a motion was made and seconded to pay them.
- B) Curtis presented Resolution 537: A Resolution Designating New Time of Regular Meetings of the Board of Directors of the Hilmar County Water District. This resolution will designate the new time for the regular Board meetings to be 5:30 p.m. on the first Tuesday of every calendar month. A motion was made and seconded to approve Resolution 537.
- C) Curtis presented Resolution 538: A Resolution Adopting Long-term Master Plans for Necessary Maintenance, Repair, Replacement and Development of the District's Water Distribution System, Wastewater Collection System, Wastewater Treatment Facility, and Storm Drainage System. This resolution adopts the long term Master Plans. By approving this resolution, it sets in motion a recommendation of CIP projects. We will then contact Clayton Tuckfield, who is conducting the rate study, to incorporate the CIP projects into the rate study. Curtis anticipates, we will take the results from the rate study and present it to the Board this coming Spring. The rate study will reflect a rate structure that meets constitutional guidelines. We will need to look at any CIP projects that need to go out to bid. Curtis asked the Board if there were any questions on the Plans presented to them. There being no questions, a motion was made and seconded to approve Resolution 538.

Discussion Items –

- A) Curtis went over the options to complete the Sexual Harassment Prevention Class. A date was set to attend the webinar class.

Closed Session

The Directors Convened to Closed Session at 7:37 p.m. to conference with Real Property Negotiator per Government Code Section 54956.8.

Directors returned to Open Session at 7:45 p.m. Staff was given direction by the Board.

There being no further business the meeting was adjourned at 7:46 p.m.

Respectfully Submitted,

Tina Borge

Approved by:

Jim Jones _____

Board Member

_____ *1-5-21* _____

Date