

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
April 5, 2023

Members Present – Jim Jones, Frank Hilliard, Jim Gerdes, and Tony Salvador.

Members Absent – David Anderson

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 Tony Salvador.
Motion passed 4-0.

A motion to approve Bills Payable: April 2023 was made by Jim Gerdes and seconded by Frank Hilliard.
Motion passed 4-0.

A motion to approve the Extension of the Conditional Can and Will Serve Notice for Bloss Woods (Woods Investment, LLC., John Dennis) was made by Frank Hilliard and seconded by Tony Salvador.
Motion passed 4-0.

A motion to approve the Agreement for Professional Services with Quad Knopf, Inc. dba QK was made by Tony Salvador and seconded by Frank Hilliard. Motion passed 4-0.

Meeting – 04/05/23
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The meeting was called to order at 5:25 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 reported the total water pumped for March was 14.942MG and we billed for 13.535MG for a loss of 9.42%. The TSS result for March was 46.5mg/L and BOD was 27.2mg/L. Curtis reported the individual results of the 4 TSS samples taken. The results being 25mg/L, 28mg/L, 50 mg/L, and the last sample spiked up to 90mg/L. The last sample had a dramatic jump. Curtis had a conversation with the lab and they stated in the previous years the District has a jump in March. Curtis requested the lab to rerun the sample, as he feels the result of 90mg/L is a dramatic jump. He also reported that the WWTF is at 75% of plant capacity for the month, but that is likely due to the rain influx.

Curtis provided an update on our current projects. The SCADA project is in the final stages. They are putting on the final touches this week. Training will be conducted in the next couple of weeks. He also provided an update on the safety improvements at the WWTF. MHK Construction is working on the

concrete steps at the maturation pond. Curtis is waiting for a response as to when the floating docs will be delivered. The docs will be installed at the plant in the ASP's to provide sampling access.

Curtis reported we hired a new operator. His name is Carter Azevedo. He started on April 3rd (though his official hire date was April 1st).

Curtis provided an update on Well #7's sink hole. At the beginning of March, Cody observed a sink hole at Well #7. We observed it for a few days and staff made the decision to backfill it with pea gravel. We observed it for an additional 5-6 days and the level of the pea gravel maintained, and we then backfilled it with base rock. We believe the sink hole was a natural cause, based on the rain and when we pumped a lot of water to redevelop the well due to the sand issue at the well.

Director Reports – Mr. Hilliard informed the Board, he attended the TID Customer Academy. He was very impressed with the program and highly recommended it to anyone who would like to attend.

Mr. Gerdes inquired into the letter from RCAC in reference to the median household income survey. He was concerned that customers may not open the letter, as the return address on the envelope does not state Hilmar County Water District. Curtis stated we did include a message on the March billing invoices to expect the survey from RCAC.

Action Items –

- A) The bills that are due to be paid in April were presented. A motion was made and seconded to pay the bills presented.
- B) The Conditional Can and Will Serve Notice for Bloss Woods (Woods Investment, LLC., John Dennis) was presented. The CC&W is for 58 lots and Mr. Dennis has requested an extension. Staff recommended approval of the extension. A motion was made and seconded to extend the Conditional Can and Will Serve Notice.
- C) Curtis informed the Board the District did not receive a request to extend the Conditional Can and Will Serve Notice and the Can and Will Serve Notice for Hector Ramos. This project was formerly the Alan Reis Project on Dayton Ave. An email reminder was sent to Mr. Ramos on March 14th informing him that the CC&W and the C&W Serve Notices were expiring. No action was taken on this item and item D based on the District not receiving a request to extend the CC&W and the C&W Serve Notices.
- D) Same as item C.
- E) Curtis presented the amendment to the agreement for professional services with Quad Knopf, Inc. dba QK. The agreement dated April 7, 2020 is due to expire in April 2023. The amendment will extend the agreement for another 3 years with the updated rate schedule. A motion was made and seconded to approve the Agreement for Professional Services with Quad Knopf, Inc. dba QK.

Discussion Items –

- A) Curtis reported the new elementary school addition is well under way. Typically, there are fees associated with new projects. The property is already annexed and included in the

HCWD service area. The school is extending the campus for the TK to 5th grade classes. The project is not increasing the capacity of water and sewer services. The students are being dispersed into the new addition. There isn't really a precedent for construction like this. The Hilmar Middle School was different because it had to be annexed into the District' boundary. Curtis is looking into what fees, if any that need to be administered. They are installing a new water and sewer connection. Should the District charge for one capital water and sewer connection? Curtis informed the Board he did dig out the file for the Middle School. From what he could tell from the documents in the file, there was some negotiation between the District and the school. When HMS fees were calculated the EDU count was reduced from 60 to 26. Why this occurred is not clearly stated in the District files. It was suggested by Mr. Gerdes to ask Mr. Anderson, if he would recall why that was done. Mr. Stuart Spencer, legal counsel will look for their file for the Middle School Project and see if he can find an explanation as to why the EDU count was reduced. Mr. Spencer Supinger, the District's engineer, will also ask Garth if he recalls what may have happened.

- B) The District received a new delegated maintenance agreement from Caltrans. We have forwarded the agreement to Mr. Stuart Spencer for review as there's a lot of different specifications. Mr. Stuart Spencer, apologized he did not review the agreement.

Mr. Hilliard recommended the District contract a flagging crew or have the crew certified for flagging when working on road projects. Curtis will look at our options.

There being no further business the meeting was adjourned at 6:04 p.m.

Respectfully Submitted,

Tina Bogs

Approved by:

James Jones

Board Member

5-3-23

Date