

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
November 3, 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 David Anderson. Motion passed 5-0.

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

A motion to approve the Hilmar County Water District Meeting Schedule for the 2021 Calendar Year was made by Frank Hilliard and seconded by David Anderson. Motion passed 5-0.

A motion to accept the HCWD 2019/20 Audit Report was made by Jim Gerdes and seconded by Frank Hilliard. Motion passed 5-0.

Meeting – 11/03/20
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The meeting was called to order at 5:00 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 water use for the month of October was 33.361 MG. Well #7 was the lead well pumping 33.339 MG. The percentage loss for the month was at 4.3% loss. Our BOD and TSS figures spiked for the month.

Curtis reported there was a power outage on Friday, October 30th that caused Well #7 to shut down, causing the system to have no water for a short period of time. Well #7 is built with an auto transfer switch to protect the well with power surges. It works, as long as there’s no surge. If there is, the well protects itself and it will shut down. In order to restart the well, someone has to manually clear it. A SCADA system would correct this issue.

Curtis informed the Board we did hire a new employee who started on November 2nd. His name is Jeff Larson.

Curtis would like to schedule a special meeting to go over the Master Plan results. He inquired if November 17th would work? The consultants will attend and present the plans and answer any questions the Board may have. Curtis distributed the draft copy of all the Master Plans. The plan would be to approve the Master Plans at the December meeting and after have the rate study finalized. A special meeting was set for November 17th at 5 p.m.

Curtis requested input from the Board in regards to credit card processing fees. We are in the process of looking of getting a new utility billing software and need to determine if the District would want to continue to absorb the credit card fees or pass the fee to the customer. Our current credit card volume is around \$25,000.00 to \$26,000.00 per month compared to around \$18,000.00 from the beginning of the calendar year. Our current monthly processing fees are around \$500.00 compared to \$300.00 at the beginning of the year. It was the consensus of the Board to have the customer pay for the processing fee.

Curtis reported he did have a conversation with Spencer Supinger regarding the purple pipe options. This is a subject that needs to be looked at a little more to see what may be an ideal situation for a non-potable water system. We will need to figure out what we are trying to accomplish by installing the purple pipe and is it cost effective.

Curtis reported there was damage to approximately 40 feet of our fence at the Waste Water Treatment Facility. A semi-truck did a u turn and damaged the fence. Repair has been done by Falany Fence and we have turned it in to our insurance carrier.

Directors Reports – Mr. Frank Hilliard inquired if we had contacted Turlock Scavenger regarding the sweeper being in town around 6 a.m. and having a lot of vehicles still on the road. Our contract states to not start until 7 a.m. An email was sent to our contact at Turlock Scavenger but we will follow up again. Mr. Hilliard also inquired into the option of having a portable generator as a backup for when we have power outages and be able to have power to the Jake well or any place else we may need backup. Curtis will look into it.

Action Items –

- A) The bills that are due to be paid in November were presented and a motion was made and seconded to pay them.
- B) Curtis presented the Hilmar County Water District Meeting Schedule for the 2021 Calendar Year. Mr. Frank Hilliard suggested changing the meeting times to an earlier time in the day. After further discussion, it was determined changing the meeting time will need to be adopted by a resolution. A resolution will be drawn and presented at the December meeting. A motion was made and seconded to approve the 2021 calendar with future modifications to the meeting times.
- C) Curtis reported the HCWD 2019/20 Audit Report was presented to the Board at the last meeting. He asked if there were any questions. There were no questions. A motion was made and seconded to accept the HCWD 2019/20 Audit Report.

Discussion Items –

- A) Curtis stated we need to set up a date for the Sexual Harassment Prevention class in December. The Board members seemed to think this was completed last year. Dina will follow and verify. A date was set for Wednesday, December 9th at 3:30 p.m. if, indeed, the Board needs to complete this class.

Closed Session

The Directors Convened to Closed Session at 5:45 p.m. to conference with Real Property Negotiator per Government Code Section 54956.8. Property: APN 015-015-024. And to discuss Public Employee Matters – Waste Water Treatment Operator.

Directors returned to Open Session at 6:01 p.m. Staff was given direction by the Board.

There being no further business the meeting was adjourned at 6:01 p.m.

Respectfully Submitted,

Toma Borges

Approved by:

Jim Jones

Board Member

12-1-20

Date