

HILMAR COUNTY WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
May 3, 2022

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

Members absent – None.

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 5-0.

A motion to approve Bills Payable: May 2022 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 Ducheneaux Development Project (Lyle and Patty Ducheneaux) was made by Frank Hilliard and seconded by David Anderson. Motion passed 5-0.

A motion to approve the Agreement with Valley Water Collaborative, for Permittees in the Turlock and Modesto Groundwater Basins/Sub-Basins as Identified in the Water Quality Control Plan for the Sacramento and San Joaquin River Basins was made by Jim Gerdes and seconded by David Alvares.  
Motion passed 5-0.

**Meeting – 05/03/22**  
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The meeting was called to order at 5:30 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 our water loss for April was 5.7%. The total water billed for residential accounts was 21.650MG and the total water billed for commercial, institutional, and school accounts was 3.356MG for a total of 25.006MG. We pumped a total of 26.520MG. TSS and BOD were above the standard of 40mg/L. TSS was 43.33mg/L and BOD was 88.33mg/L. The max flow at the sewer plant was .352MG. The total flow for April was 9.829MG. Curtis reported staff is working on other tactics to control the TSS and BOD results. The hope is that when the filter system being installed as part of the WWTF Safety Improvements will help bring TSS and BOD to below the 40mg/L standard. Mr. Hilliard inquired as to when will the WWTF Safety Improvements project start? The engineer is working on the plans, and it should be out to bid soon.

Curtis provided a breakdown of the dollar amount billed and received from January to April and compared the amount billed for the prior year. Based on the new rate structure the amount billed in January was less in 2022 than in 2021. February, March, and April did reflect an increase compared to 2021. Mr. Gerdes inquired into budget billing options. Staff will follow up on options.

Curtis reported we have 59 days to go until the end of the 21/22 fiscal year. We will be going over the first draft of the budget later this evening. Curtis stated the Consumer Confidence Report is complete and being printed. They will be included with the May billing statements. Curtis also stated the Volumetric Annual Report is complete. This report currently consists of estimating what water is discharged from the WWTF. The State later will require metering the amount of water that is discharged from the WWTF. Curtis also reported, the Annual Electronic Report will be completed by May 21<sup>st</sup>. This report consists of water usage for the year.

Curtis reported he attended the CRWA Expo in Tahoe. He stated it was a good conference. This is a good source for operators to meet their hour requirements. There were a lot of different vendors promoting their products.

Curtis informed the Board he purchased a 2000 Dodge Van with Aries CCTV equipment and Onan generator. It was purchased at GovDeals Auction site. We paid a total of \$7,480.00. We will have the ability to use the CCTV equipment to analyze the water, sewer and storm drain lines.

**Director Reports** – Mr. Anderson inquired as to what the procedure would be if a Board member is not able to attend a meeting in person but would like to join the meeting virtually. Curtis will follow up with the attorney as to what would be the process.

**Action Items –**

- A) The bills that are due to be paid in May were presented. A motion was made and seconded to pay the bills presented.
- B) Curtis presented the request to extend the Conditional Can and Will Serve Letter for Ducheneaux Development Project (Lyle and Patty Ducheneaux). We did receive the request to extend the CC&W Serve Letter and the request stated there's been no progress on the project. Based on the District not having water for the project 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 the Agreement from Valley Water Collaborative. The State has started to require Districts to address the nitrate and salt issues. Thus, a group formed the Valley Water Collaborative. The District has the option of tackling the nitrate and salt issues on their own or join a management program. Staff recommends joining the Valley Water Collaborative. A motion was made and seconded to approve the Agreement with Valley Water Collaborative, for Permittees in the Turlock and Modesto Groundwater Basins/Sub-Basins as Identified in the Water Quality Control Plan for the Sacramento and San Joaquin River Basins.

**Discussion Items –**

A) Curtis presented the first draft of the 2022/2023 budget. The budget format has changed. He reported the 2021/2022 is currently withing budget. The new format tracks the revenue and expenditures by enterprise. One of the challenges for the district, is the revenue. The revenue did not come in as projected. Based on the revenue, we are unable to close the deficiencies in the approved budget. The hope is the revenue will go up for the FY 2022/2023 based on having a full year of the new rate structure and will help put the district back in the black.

Curtis provided the status of the Grant for the 1MG Storage Tank and Transmission Main Project. The engineer stated to Curtis that it has been assigned to an engineer, and the engineer stated things are looking good.

B) Curtis provided update on the SCADA Project. The District did receive proposals from four companies. He interviewed 3 of the companies. Per Curtis, one of the companies stands out because the components of the system are from the Bay area and the initial install is done by actual operators. The name of the company is WaterWorks and they are based from the Central Coast. Their cost is in the wheelhouse of \$500,000.00 without a site visit. Once they have a site visit, they will provide a more definite dollar amount. This work is being done on a consultant agreement.

Curtis informed the Board, Mr. Alvares will be submitting his resignation at a later date. At that point, we have 60 days to appoint a new Board member to serve the remaining term of Mr. Alvares. That would mean we would need to make the decision at the August Board meeting. We will post the opening and conduct interviews. The Board instructed Curtis to conduct the interviews.

**Closed Session – Not Conducted**

There being no further business the meeting was adjourned at 6:50 p.m.

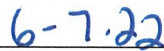
Respectfully Submitted,



Approved by:



Board Member



Date