

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
June 6, 2023

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

Members Absent – None.

Public in Attendance – None.

.....
Action Items

A motion to approve the Consent Items was made by David Anderson and seconded by Tony Salvador. Motion passed 5-0.

A motion to approve Bills Payable: June 2023 was made by Tony Salvador and seconded by Jim Gerdes. Motion passed 5-0.

A motion to approve the Extension of the Conditional Can and Will Serve Letter for Bloss Cove Project (Bloss Cove Estates Inc.-Ramson Piro) was made by Jim Gerdes and seconded by Frank Hilliard. Motion passed 5-0.

A motion to approve the Extension of the Conditional Can and Will Serve Letter for Estrada Project (Christopher and Flora Estrada) was made by Frank Hilliard and seconded by David Anderson. Motion passed 5-0.

A motion to Adopt Resolution No. 560: A Resolution of Intent to Amend Appendix I of the Hilmar County Water District Code to Adjust Connection Fees was made by Frank Hilliard and seconded by Tony Salvador. Motion passed 5-0.

A motion to Adopt Resolution No. 561: A Resolution of Intent to Adopt Budget for 2023/2024 Fiscal Year & Calling a Public Hearing Thereon was made by Tony Salvador and seconded by Jim Gerdes. Motion passed 5-0.

A Motion to Ratify the Creation of an ad hoc Committee and Appoint Director Hilliard and/or others as negotiators for real property lease was made by David Anderson and seconded by Jim Gerdes. Motion passed 5-0.

A Motion to Table Action Item 7f – New Lease Agreement with Jersey Generations for the New Corporation Yard Location was made Jim Gerdes and seconded by David Anderson. Motion passed 5-0.

A Motion to Approve the New Elementary School Fee Framework with Hilmar Unified School District and Authorize Staff to Execute the Agreement was made by David Anderson and seconded by Frank Hilliard. Motion passed 5-0.

Meeting – 06/06/23
.....

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 we pumped a total of 32.979MG of water and billed for 27.427MG for a 16.83% loss. This was contributed by us flushing the fire hydrants in the month of May. The hope is the loss percentage will drop in June. TSS and BOD results at the plant were extremely high for the month of May. TSS was 92mg/l and BOD was 50.3 mg/l. Normally this is the time of the year when the results exceed the State standard of 40mg/l. Curtis did point out that the max flow at the plant was .465 MG putting the plant at 85% of the plant capacity.

Curtis informed the Board that the Nitrate sample that was taken at the beginning of May exceeded the MCL of 10. The result was 19.4ppm. When there is an exceedance there should be another sample done the next day. This was not done until about a week and half later when we were notified by the State. We then resampled both wells (Well #6 and #7) and at the blending point. Well #7 came in at 15ppm; Well #6 came in at 7.8ppm and the blending point came in at 6ppm well below the standard of 10ppm. Curtis has been keeping in touch with the Sate, and with these results the State requested we do additional testing further into town. We performed testing at three sites. One on Maria Avenue, one on Peacock Way, and one on Geer Avenue. The highest result was 7.4ppm, well below the standard of 10ppm. Curtis communicated all this information to the State. The State has requested we sample at the blend sight and at the wells once a month. We have not had a Nitrate issue in the past.

Curtis provided an update on the Median Household Income Survey. The results, thus far, reflect a low number to possibly put us in a severe disadvantage classification. We will wait two more weeks to hopefully receive additional responses. RCAC has the final report drafted and ready to just add the results.

Curtis informed the Board he received notification from the State that they did not receive our renewal application for the WWTF. He will be submitting the application with the annual fee tomorrow to the State and the permit will be reissued.

Director Reports – None.

Public Hearing Amending Appendix I of the Hilmar County Water District Code to Adjust the Connection Fee Rates.

The Public Hearing was called to order at 5.37 p.m.

The Public Hearing to adopt the proposed amendment of Appendix I of the Hilmar County Water District Code to Adjust the Connection Fee Rate has been legally noticed in the Hilmar Times, and posted at three sites in Hilmar, and posted on our website. The amendment affects the developer fees. We received no written comments and there was no public in attendance. The Public Hearing was closed at 5:38 p.m.

Action Items –

- A) The bills that are due to be paid in June were presented. A motion was made and seconded to pay the bills presented.
- B) The Conditional Can and Will Serve Letter for Bloss Cove Project (Bloss Cove Estates Inc.- Ramson Piro) was presented and a motion was made and seconded to extend the Conditional Can and Will Serve Letter.
- C) The Conditional Can and Will Serve Letter for Estrada Project (Christopher and Flora Estrada) was presented and a motion was made and seconded to extend the Conditional Can and Will Serve Letter.
- D) Resolution No. 560, a Resolution of Intent to Amend Appendix I of the Hilmar County Water District Code to Adjust Connection Fees, was presented and a motion was made and seconded to adopt Resolution 560.
- E) Resolution No. 561, a Resolution of Intent to Adopt Budget for 2023/2024 Fiscal Year and Calling a Public Hearing Thereon, was presented and a motion was made and seconded to adopt Resolution 561.
- F) Mr. Stuart Spencer informed Curtis that the District should establish a Motion to Ratify the creation of an ad hoc committee and appoint Director Hilliard and/or others as negotiators for real property lease. A motion was made and seconded to create an hoc committee and appoint Director Hilliard as the negotiator for the real property lease. Mr. Stuart Spencer also suggested tabling the original action item to approve the new lease with Jersey Generations for the new corporation yard location. Mr. Stuart Spencer wanted additional time to research the terms of the lease. The lease would consist of a two-year term and can be extended or terminated at any time. The rent would be less than what we are currently paying. A motion was made and seconded to Table this item until the Board receives additional information from legal counsel.
- G) Curtis presented the fee framework for the new Elementary school with Hilmar Unified School District. As discussed at the April meeting, Curtis followed up with the engineer and legal counsel to see if there was any documentation as to why when the Middle School was built the EDU count was reduced and negotiated with the school. Nothing was discovered in writing as to how the EDU count was calculated. Curtis stated that the school is within the District Boundary, there's no fees for water and sewer facilities fees. The District does not have or maintain storm facilities in the project area, no fees need to be assessed. As far as Water and Sewer Capital Improvement Fees, the project consists of eight new buildings but isn't "new growth". Each building has a water and sewer connection ultimately tied into the District's infrastructure. The District believes that the Capital Improvement Fees for each water and sewer service should be charged in addition to the inspection fees based on 8 connections. The total will be \$98,016.64 based on the current connection rates. This will be the total if the school pays July 1, 2023. Curtis did have a conversation with the Superintendent of the School and she is in agreement with the proposed fee framework. A motion was made and seconded to approve the New Elementary School Framework with Hilmar Unified School District and authorize staff to execute the agreement.

Discussion Items –

- A) Curtis stated that based on the 2023 Meeting Dates calendar we have the July meeting to be on July 11th because the 4th of July falls on the first Tuesday of the month. Curtis won't be available to attend the meeting on July 11th and suggested changing the meeting to Wednesday, July 5th. Everyone present agreed to changing the meeting to July 5th.
- B) Curtis presented the second draft of the 2023/2024 Budget. We continue to be on track with the second draft. He reported we will be paying the last payment on the loan for the WWTP in June. We will continue to transfer the monthly amount of \$14,000.00 and we will be changing the name of the account to reflect as Unidentified Sewer Project. As requested by the board at the May meeting, we did call other Special Districts to inquire about their employee pay and employee compensation. We feel that we are being competitive based on the responses from the other Districts. Curtis stated overall the budget reflects about a 6% salary increase. Curtis informed the Board he has provided a questionnaire to the employees and will be preparing employee evaluations. Curtis provided to the Board the 2023/2024 CIP list, listing five projects. The projects listed were Wells 8/9 Pilot Hole and Production Well, 1MG Storage Tank w/Treatment Options, Collection System Condition Assessment, Shoreen Street Liftstation Improvements, and the Process Improvements Phase 1 project. These projects have an estimated total cost of \$10,979,420.00. The District would have approximately \$3.5 million to pay for a portion of the cost. The remaining would have to come from possibly grant funding and/or loan funding.
- C) Curtis provided a real time overview of the SCADA System. They are still working on some final touches to the system. The Board was very pleased with what was presented to them.
- D) Curtis reported to the Board that he has applied for the California Agricultural Leadership Program. If selected, it will be a significant time commitment. It will require approximately 45 weekdays within the two-year program. He feels like this would be a great growth and development opportunity for himself and the District. Due to the number of days, Curtis requested to have an additional one week of vacation in place of the 4% COLA increase in January. Mr. Salvador stated he knows of other individuals who have gone through the same leadership program, and it is a highly recommended program. Mr. Salvador also stated, as long as competence is maintained with the team, he believes it would be a great opportunity for Curtis and the District. Curtis is not concerned with the ability of the staff. Staff will be able to handle the work. Mr. Jones stated he believes this is a great opportunity for Curtis as well, and feels Curtis deserves to receive the COLA adjustment in January and have an additional one week of vacation while in the program. Mr. Hilliard stated as long as Curtis is delegating to the staff, he feels it's a great opportunity as well.

Curtis reported Cody did see more sand at Well 7. There has not been any additional settling by Well 7. We did have quite a bit of sand when we flushed the system in May. We will keep monitoring it. Mr. Salvador asked if there's a possibility of adding a sensor to detect sand at the well with the SCADA system? Curtis will ask and report at a later meeting.

The Directors Convened to Closed Session at 7:03 p.m. to conference with Real Property Negotiator per Government Code Section 5496.8. Location: 19903 First Street, Hilmar, CA.

Directors returned to Open Session at 7:47 p.m. Staff was given direction by the Board of Directors.

There being no further business the meeting was adjourned at 7:47 p.m.

Respectfully Submitted,

Tonia Buge

Approved by:

Jim Jones

Board Member

~~7-5-23~~ 7-5-23

Date