

HILMAR COUNTY WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
November 5, 2019

Members present – Jim Jones, Jim Gerdes, Joe Sequeira, and Frank Hilliard.

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 Joe Sequeira. Motion passed 4-0.

A motion to approve Bills Payable: November 2019 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 Letter for Ducheneaux Development Project (Lyle and Patty Ducheneaux) was made by Frank Hilliard and seconded by Joe Sequeira. Motion passed 4-0.

A motion to approve a Can and Will Serve Commitment Notice Agreement for 19818 American Avenue (Donald W. Oliver and Christina A. Oliver) was made by Frank Hilliard and seconded by Jim Gerdes. Motion passed 4-0.

A motion to approve Resolution No. 525 Approving Out of Boundary Service Agreement for 19449 W. American Avenue (Karen Ellington and Richard Homer) was made by Joe sequeira and seconded by Jim Gerdes. Motion passed 4-0.

A motion to approve Hilmar County Water District Meeting Schedule for the 2020 Calendar Year was made by Jim Gerdes and seconded by Frank Hilliard. Motion passed 4-0.

A motion to accept HCWD 2018/2019 Audit Report was made by Jim Gerdes and seconded by Frank Hilliard. Motion passed 4-0.

**Meeting –11/05/19**  
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The meeting was called to order at 6:58 p.m. by President Jim Jones.

**Public Forum – None.**

**District Manager’s Report –**

Curtis Jorritsma reported Well #6 pumped 74,000 gallons. Well #7 pumped 32,698,000 gallons for a total of 32,772,000 gallons for the month of October. We billed for 32,393,000 gallons for a 1.1% water loss. At the Wastewater Treatment Facility, TSS was 69 mg/l and BOD was 41 mg/l (we do not have the complete round of testing results) for the month of October. We are currently drawing samples from

the ASP. The maturation pond has been drained out, and we are currently looking at different options to remove the sludge. The average flow at the WWTF was 296,000 gallons per day.

Curtis informed the Directors the Southside Utility Replacement Project is set to start this Thursday, November 7<sup>th</sup>. Notices have been distributed to the residents near the project.

Curtis reported Well Industries began drilling test hole #3. They had drilled down to approximately 620ft when it collapsed below the conductor casing. They have abandoned the hole. Well Industries has requested an additional \$20,000.00 to start drilling another hole using a longer conducting casing. Instead of using a 50ft casing they will use an 80ft casing. Spencer Supinger addressed the question of "Why did it collapse?" Spencer stated it could be a combination of high water table and/or the sandy ground. Direction was given by the Board to proceed with another hole.

Curtis reported we should have a draft of the rate study at the next month's meeting.

**Directors Reports** – Mr. Jones mentioned the street sweeper is doing a good job and he has noticed a lot of vehicles and RV trailers parked on the street for extensive periods of time. Curtis stated calls can be made to the CHP office to report these issues.

**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 request for the extension of the Conditional Can and Will Serve Letter for Ducheneaux Development Project (Lyle and Patty Ducheneaux). This project is located at the end of Echo Street. Mr. & Mrs. Ducheneaux are looking at what route they will be taking with this project. Staff recommends approving the extension of the Conditional Can and Will Serve Letter. A motion was made and seconded to extend the Conditional Can and Will Serve Letter.
- C) Curtis presented the request for a Can and Will Serve Commitment Notice Agreement for 19818 American Avenue (Donald W. Oliver and Christina A. Oliver). This can and will serve is for one water and one sewer service. This project has gone through the Merced County Building Department and LAFCO. Staff recommends approving the Can and Will Serve Commitment Notice Agreement. A motion was made and seconded to approve the Can and Will Serve Commitment Notice Agreement.
- D) Curtis presented Resolution No. 525 approving the Out of Boundary Service Agreement for 19449 W. American Avenue (Karen Ellington and Richard Homer). This is a formality to present this to LAFCO. Staff recommends approving the Out of Boundary Service Agreement. A motion was made and seconded to approve Resolution No. 525. Mr. Stuart Spencer informed the board by doing this, the former conditional can and will serve notice with Mr. Edward and Barbara Ellington will now have a conditional can and will serve notice with Karen Ellington and Richard Homer for six months.
- E) Curtis presented the District's meeting schedule for the 2020 calendar year and a motion was made and seconded to approve the 2020 calendar.

- F) Curtis stated at the last meeting the Board was provided with the 2018/19 audit report. Curtis took the opportunity to thank the office staff and Mr. Johnson's staff for working together on completing the audit. Our net position for the year was \$178,000.00. The District has done a good job of building up assets and minimizing expenses. The accountants have recommended to setup an internal Statement of Income to report separate columns for each enterprise – water, sewer and storm drain. We are looking at how to set this up. They also recommended establishing a credit card policy. We will be working on putting that together. Staff recommends approval of the HCWD 2018/2019 Audit Report. A motion was made and seconded to approve the HCWD 2018/2019 Audit Report.

**Discussion Items –**

- A) Curtis provided a report highlighting the Summer Part-Time employment. This last summer we had Colton Dutey on staff and he worked on various projects. One main project was painting the fire hydrants in town and a second project was scanning old plans. This was very beneficial to the field staff. Looking at what was accomplished it may be time to hire a new employee. Curtis plans to fine tune the program for next summer.

The Directors Convened to Closed Session at 7:45 p.m. to conference with Real Property Negotiator per Government Code Section 54956.8. Property: APN 015-015-024 and to discuss the Public Employee Matters – Maintenance Operator.

Directors returned to Open Session at 8:52 p.m. Staff was given direction by the Board regarding property APN 015-015-024 and the Public Employee matters.

There being no further business the meeting was adjourned at 8:52 p.m.

Respectfully Submitted,



Approved by:



Board Member



Date



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## **2020 Meeting Dates**

January 7<sup>th</sup>

February 4<sup>th</sup>

March 3<sup>rd</sup>

April 7<sup>th</sup>

May 5<sup>th</sup>

June 2<sup>nd</sup> (5:00 p.m.)

July 7<sup>th</sup>

August 4<sup>th</sup>

September 1<sup>st</sup>

October 6<sup>th</sup>

November 3<sup>rd</sup>

December 1<sup>st</sup>