

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
May 5, 2020

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

Members absent – None.

Public in Attendance – None.

.....
Action Items

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

A motion to approve Bills Payable: May 2020 was made by Jim Gerdes and seconded by Joe Sequeira. Motion passed 5-0.

A motion to approve the extension of the Conditional Can and Will Serve Letter for Ducheneaux Project (Lyle and Patty Ducheneaux) 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 Karen Ellington/Richard Homer was made by Joe Sequeira and seconded by David Anderson. Motion passed 5-0.

A motion to award the water and storm drain master plan to QK Engineering and negotiate with QK Engineering and Blackwater Engineering to split the sewer collections and the WWTF master plan was made by David Anderson and seconded by Frank Hilliard. This motion also gives Curtis Jorritsma discretion to determine, if Blackwater Engineering is not interested in splitting the sewer master plan, to award the sewer master plan as a whole project to either QK Engineering or Blackwater Engineering. Motion passed 4-1.

A motion to approve Resolution No. 532, a Resolution Temporarily Adjusting Policy for Issuing Conditional Can & Will Serve Notices to Developers was made by Frank Hilliard and seconded by Joe Sequeira. Motion passed 5-0.

A motion to accept the Contract for Engineering Services – Quad Knopf, Inc. DBA QK for 3-years was made by Joe Sequeira and seconded by Jim Gerdes. Motion passed 5-0.

Meeting –05/05/20
.....

The meeting was called to order at 7:00 p.m. by President Jim Jones.

Roll Call – Conducted by the Board Secretary.

Jim Jones, President	Present
Frank Hilliard, Vice-President	Present
David Anderson, Board Member	Present
Jim Gerdes, Board Member	Present
Joe Sequeira, Board Member	Present

Also present was Mr. Stuart Spencer, Mr. Spencer Supinger and Dina Borges.

Consent Items – Curtis Jorritsma informed the Board one of the items listed on the consent items regarding Project 18-05 Southside Utility Replacement Project is to formally issue the Notice of Completion for this project. A motion was made and seconded to approve the Consent Items.

Public Forum – None.

District Manager’s Report –

Curtis Jorritsma reported the Jake Well pumped 1.454 MG and the total water pumped for the month was 21.430 MG. Our water loss ratio was 3%. Our total flow at the WWTF was 12.281 MG. This figure is below last year’s flow. TSS was 38mg/L and BOD was 58mg/L for the month of April. BOD is still relatively high. The maturation pond is completely dry. We are in the process of removing the remaining algae.

Covid-19 (Coronavirus) continues to be a hot topic. The District is continuing the process of maintaining locked doors during office hours and allowing one customer in at a time, if they need to make a cash payment. On the operations side, we still have PPES. There are supplies coming in slowly, for example gloves, wipes. We will continue to wait as to when the restrictions will be lifted and start operating on a normal basis.

Curtis reported he completed the Consumer Confidence Report and we will be mailing them in May. He also reported the Geer Road Improvements project being done by Merced County is under way. They have poured curb and gutter. Next, they will be working on paving Geer Road. There was one issue at the project. As they were completing the curb and gutter, there was a crack in the sewer force main. Cody worked with Taylor Backhoe to fix the leak.

Curtis informed the Board he completed our first year of annual reporting for Effluent Discharge at the WWTF. This year, estimated amounts were used. Follow up on the 123TCP issue, the retesting that was done came back clear. Curtis did have a conversation with Todd Robbins, with Robins Borghei, LLP regarding the 123 TCP at well #7 and Todd recommended to keep documentation of the issue, in case it was ever to become a bigger issue.

Mr. Gerdes asked if the electrical outage on the morning of May 5th had caused any issues with our system? Curtis informed the Board it did not affect us.

Mr. Hilliard inquired due to our current water situation should we be looking at treatment options? Curtis replied we will possibly need to start looking into treatment options.

Mr. Anderson inquired if there would be a market for algae? Curtis doesn't know if there would be a market for it and if it would be worth it for the District? The algae is considered a hazardous waste until it has sat for at least a year. Per our permit, we currently stock pile on-site then spread it on the banks of the ponds at the WWTF when it is appropriate to do so.

Directors Reports – None.

Action Items –

- A) The bills that are due to be paid in May 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). Mr. & Mrs. Ducheneaux are still looking at their options. Staff recommends approving the extension of 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 request for the extension of the Conditional Can and Will Serve Letter for Karen Ellington/Richard Homer. This CC&W is for one water and sewer service connection. They are working on changes to their plans and hope to build soon. Staff recommends approving the extension of 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.
- D) At the last meeting Curtis requested this item to be tabled until tonight in order to look at the entirety of the contracts submitted. We received two Master Plan proposals. One proposal was submitted by QK Engineering and the other by Blackwater Engineering. Curtis analyzed the proposals. Curtis would like to see QK Engineering work on the Water and Storm Drain Master Plans as they know our system and are very familiar with how our systems work. On the Sewer Master Plan, Curtis believes with the issues at the WWTF and the struggles we have had with TSS and BOD elevated numbers Blackwater Engineering might be a better fit. By getting a fresh perspective and focus on the WWTF. Curtis has worked with Blackwater Engineering when he worked at the City of Patterson. There would be a price difference of \$24,000.00. Mr. Spencer Supinger suggested maybe QK could handle the collections side and have Blackwater Engineering handle the WWTF Plant providing a cost savings. After further discussion, a motion was made and seconded to award the water and storm drain master plans to QK Engineering and negotiate with QK Engineering and Blackwater Engineering to split the sewer collections and the WWTF portion. This motion, also gives Curtis Jorritsma discretion to determine if Blackwater Engineering is not interested in splitting the sewer master plan to award the sewer master plan as a whole project to either QK Engineering or Blackwater Engineering.
- E) Curtis presented Resolution No. 532. This resolution will temporarily adjust our policy of issuing Conditional Can and Will Serve Notices to Developers. Instead of having CC&W Notices expire every 6 months it will now be every 12 months. This would be due to our unsuccessful test hole project. A motion was made and seconded to approve Resolution No.

532, a Resolution Temporarily Adjusting Policy for Issuing Conditional Can and Will Serve Notices to Developers.

- F) Curtis presented the general contract for engineering services for Quad Knopf, Inc. dba QK. This contract is for a 3-year term. QK has served the District for a long time and Spencer Supinger does a really good job. Staff recommends approving the contract. A motion was made and seconded to accept the contract for engineering services with Quad Knopf, dba QK.

Discussion Items –

The COVID-19 (Coronavirus) Update was addressed in the District Managers Report.

Curtis presented the first draft of the 2020/2021 Budget. He went over the operating expenditures, operating revenue and the restricted funds.

Closed Session

The Directors Convened to Closed Session at 8:25 p.m. to conference with Real Property Negotiator per Government Code Section 54956.8. Property: APN 015-015-024.

Directors returned to Open Session at 8:30 p.m. Staff was given direction by the Board regarding property APN 015-015-024.

There being no further business the meeting was adjourned at 8:30 p.m.

Respectfully Submitted,



Approved by:



Board Member



Date