

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
January 5, 2021

Members present – Jim Jones, Jim Gerdes, David Anderson, David Alvares, and Frank Hilliard (via Zoom).

Members absent – None.

Public in Attendance – Mr. Stuart Spencer (via Zoom) and Mr. Spencer Supinger (via Zoom).

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Action Items

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

A motion to approve Bills Payable: January 2021 was made by Jim Gerdes and seconded by David Alvares. Motion passed 5-0.

Meeting – 01/05/21
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The meeting was called to order at 5:31 p.m. by President Jim Jones.

Roll Call – Conducted by the Board Secretary.

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| Jim Jones, President | Present |
| Frank Hilliard, Vice President | Present |
| David Anderson, Board Member | Present |
| Jim Gerdes, Board Member | Present |
| David Alvares, Board Member | Present |

Consent Items – A motion was made and seconded to approve the Consent Items.

Public Forum – None.

Directors Organizational Proceedings Conducted by District Secretary –

Curtis presented the procedure for selection of officers. Selection was duly made and Jim Jones will serve as President and Frank Hilliard will serve as Vice-President and Curtis Jorritsma will serve as Board Secretary.

District Manager’s Report –

Curtis Jorritsma reported our water loss for December was 3.6%. The wastewater total flow was 10.226 MG for the month. Since we are filling the maturation ponds we do not have effluent BOD & TSS testing.

Curtis thanked the Board for completing the sexual harassment prevention class.

Curtis reported he has one more individual to interview for the additional operator position. The interview is scheduled for next week.

Curtis informed the Board they are working on adjusting the sampling schedule at the WWTF. As recommended by Black Water Consulting, we are planning to utilize both ASP's and High Rate Ponds. We will schedule testing of Influent and Effluent together for reporting purposes. The hope is to continue to meet the State standards.

Curtis also informed the Board, we have an issue with the Echo Lift Station. Right before Christmas, Cody noticed the pumps at the station were pumping all the time. We contacted MHK Construction, a local contractor to determine what might be the issue. It may be the pipping inside the lift station or there's a break in the line. MHK Construction has provided an estimate of \$57,145.00 with approximately \$20,000 in bypass costs. Rain for Rent will be handling the bypass in order to allow us access to make the needed repairs inside the wet well. Curtis stated this is an issue that needs to be fixed soon. The Board gave staff direction to proceed with the repair work.

Directors Reports – None.

Action Items –

- A) The bills that are due to be paid in January were presented and a motion was made and seconded to pay them.

Discussion Items –

- A) Curtis presented the draft of the Employee Master Plan. He feels this is a good employment plan for the District to continue its positive growth now and for the future. He will be sending an email with the report. He looks forward to any input from the Board.
- B) Curtis reported the contract with Turlock Scavenger for the street sweeping service will expire in March. He asked the Board for direction, if we continue with the contract with Turlock Scavenger or do we issue an RFP for street-sweeping services. There was a suggestion to change the starting time to 8 a.m. as there seems to be a lot of cars still on the street affecting the effectiveness of the sweeper. It was observed by a Board member that customers are leaving a lot of leaves on the street thus affecting the effectiveness of the sweeper. It was suggested to provide social media interaction and provide information to customers on how to clean their leaves and moving cars from the street on the day the street sweeper is set to sweep. The consensus of the Board is that the street sweeper does a really good job. Staff was directed to contact Turlock Scavenger to change the contract to reflect a starting time of 8:00 a.m.
- C) Curtis stated the annual Commercial Auto, Business, and Umbrella Policy through Winton-Ireland, Strom and Green Insurance Agency is up for renewal at the end of the month. We did receive the package policy renewal proposal. The premium is up 25% from last year's amount of \$14,907.00. The premium amount for 2021/2022 will be \$19,985.00. The price increase is mainly due to the auto accident and the damaged fence at the WWTF. The general liability rates were also impacted by increased budget and payroll. Staff advises to stay with Winton-Ireland, Strom and Green Insurance Agency as we have a good working relation with the agency. Mr.

Anderson stated if we were to change agencies, the carriers would be the same as there are only certain carriers that provide coverage for Special Districts. It was determined to continue coverage with Winton-Ireland, Strom and Green Insurance Agency.

Curtis reported he met with a solar provider who did an analysis of Well #7 and the WWTP. The report is being put together and will be presented to the Board at a later time.

Closed Session

The Directors Convened to Closed Session at 7:06 p.m. to conference with Real Property Negotiator per Government Code Section 54956.8.

Directors returned to Open Session at 7:09 p.m. Staff was given direction by the Board.

There being no further business the meeting was adjourned at 7:09 p.m.

Respectfully Submitted,

Dina Borja

Approved by:

Jim Jones

Board Member

2-2-21

Date