

Lost Hills Utility District
Meeting Minutes
November 7, 2019

- I. The Meeting was called to order by Board President Vidal Ballesteros. Board Member in attendance were Amanda Rollin, Emma Clifford, and Pioquinto Garza. Also in attendance were Thomas Schroeter, Alejandro Ruiz, Ana Chavez, and Yuliana Velazquez.
- II. Approval of Minutes, October 3 & 14, 2019
Motion: Emma Clifford made a Motion to Approve Minutes as Submitted. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Garcia
- III. District's Financial Report-September 2019.
- IV. Public Time for Non-Agenda Items
None
- V. New Business
 1. Report on USDA Grant/Loan Application and Kern County Conditional Use Permit Application
 - (a) Report on Status of USDA Grant/Loan Application
There is nothing new to report.
 - (b) Consideration of Revised Architectural Agreement per UDSA Form AIAB 101-2017
Emma Clifford made a Motion to approve architectural agreement on USDA Form. Pioquinto Garza seconds the motion. All Board Members present in favor. **Motion Carried.**
 - (c) Consideration of Revision of Office Design
Once design is completed Amanda Rollin and Daisy Garcia will review Design
 - (d) Consideration of Temporary/Permanent Office Relocation
Moved to Close Session
 2. Highway 46 Expansion
 - (a) Consideration of Utility Agreement with Caltrans for Reimbursement of Planning, Design, Bidding and Construction Costs
Waterline Easements have been submitted
 - (b) Consideration of Caltrans Request for Records Regarding Sewer Lines
Tom provided easements he had to Amando they were all county easements
 - (c) Consideration of Request by KernCOG and Wonderful to Protest Diversion of Funding for Expansion of Hwy 46
Caltrans: State wants to take Kerns Money for expansion of Hwy 46 to other areas, Melissa Frank with Wonderful is requesting the District to protest like other cities around the County. Amanda Rollin made a Motion to approve Letter to protest from funds being taken. Pioquinto Garza seconds the motion all Board Members Present in favor, **Motion Carried.**
 - (d) Report on Caltrans Acquisition of District Property
Tom: Caltrans will not be taking none of the District's Property as they had initially said.
 3. Lost Hills Mining LLC
 - (a) Consideration of Lost Hills Mining Request to Install its Own Water Line and Booster Pumps and Establishing Water Rate and Connection Fee to be Charged

LH Mining wants to build their own booster pump. Tom talked to Phillip with BMWWD and they will look to see if they can pay the Chevron rate but will have to pay the BMWWD connection fees Philip will get back to Tom.

(b) Consideration of Request from Lost Hills Mining to Accept Grant Funding from County of Kern

No Action to be taken. Have not heard back from the County

4. Consideration of Corrosion Inhibitor Injection Plan Required by Division of Drinking Water

Amando submitted Draft and also has a telephone conference scheduled for this Friday

5. Report on Written Chlorination Plan to Add a Chlorination Station at the Brown Material Road Booster Station

Draft has been submitted and Tel conference is scheduled

6. Consideration of Rehabilitation of Reclaim Tank or Purchase of New Tank at the Water Treatment Plant

Facilities Manager Alejandro Ruiz presented 3 quotes. Amanda Rollin made a Motion to approve Thompson Tank \$47,476.00 subject to Tom drafting agreement. Pioquinto Garza seconds the motion. All Board Members Present in favor, **Motion Carried.**

7. Report on Wastewater Treatment Plant Funding Application

Amando submitted required information needed.

8. Consideration of Community Development Block Grant Funding Application

Amando has checked but letter has not been sent out.

9. Report on Water Well Application through Poso Creek IRWMP

Tom- Nominations were requested by DAC, Ana nominated Amanda Rollin. Poso Creek contacted Amanda to request more information.

10. Consideration of Drafting a Mission Statement for the District

Motion: Amanda Rollin made a motion to approve Mission Statement for District Pioquinto Garza seconds the motion. All Board Members present in favor, Motion Carried.

11. Consideration of Proposal from GEI Engineering to do Evaluation of District's Water System for \$64,000 to be paid in part by Wonderful

This will be continued to next Meeting

12. Consideration of Request for Service Will Serve Letter by Young Woo Park

Motion: Pioquinto Garza made a Motion to Grant WSL for all lots and credit the connection fee paid. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

13. District Manager Agenda Items

(a) Report on District Website

Website is almost complete

(b) Report on Board Secretary/ Clerk Conference

Office will be closed the week of November 11 to 15 so Ana Chavez and Yuliana Velazquez can attend.

(c) Consideration for Electric Payments with UMS

Ana will get cost on this service

14. Facilities Manager Agenda Items

(a) Repair of Filter Station at Water Treatment Facility

Alex is waiting on Amando to get a cost on the repair

(b) Consideration of Water Valve Maintenance

Motion: Pioquinto Garza made a motion to approve maintenance at valves 1 per month for a cost of \$5,700 per location. Amanda Rollin seconds the motion. All Board Members Present in favor, Motion Carried.

(c) Consideration of Pilot Wells at the Gun Club Location

Motion: Amanda Rollin made a motion to approve quote from Farm Pump for \$11,543.14 for both Pilot Wells. Emma Clifford seconds the motion. Motion carried.

(d) Purchase of New Pickup and Backhoe

Motion: Amanda Rollin made a motion to authorize the purchase of the used 2017 Ford F-250 in the amount of \$42,544.41. Emma Clifford seconds the motion. All Board Members present in favor, Motion carried.

15. Closed Session:

(a) Conference with Real Property Negotiator

Property: District Office at 21331 Hwy 46

Agency Negotiator: District Manager

Negotiating Parties: Wonderful Company

Under Negotiation: Price and Terms of Payment

Close session started at 6pm and ended at 6:33pm

16. Date and Location of December Meeting

Board Meeting December 5, 2019

17. Customer Request &/ Complaints

Acct 1051 complaint of low pressure

Acct 1342 customer asked to check meter for complaint of high water usage, meter changed out.

18. Staff Reports

Ana attend a very informational meeting at the park that talk about things going on around town and she will try to attend every month.

19. Delinquency Report

Shutoff:1005,1020,1095,1107,1116,1150,1198,1200,1212,1214,1224,1240,1269,1275,1279,1280,1317,1327,1343,1350,1351,1358,1365,1389,1391

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Everything working good.

Alejandro Ruiz-Water

3 repairs for Berrenda Mesa

Intalled a stainless steel pipe in at Brown Material and replaced four meters in Town

VII. Board Members Report

None

VIII. Engineer Report- Amando Garza

Covered under agenda items.

IX. Next Board Meeting- December 5, 2019

X. Approval of Accounts Payable- October 2019

Motion: Amanda Rollin made a motion to approve accounts payables. Pioquinto Garza

seconds the motion. Motion carried.

XI. Adjournment

Meeting Adjourned at 6:34 pm

Respectfully submitted by:


Yuliana Velazquez