

# Lost Hills Utility District

## Minutes

September 7, 2023

- I. The Meeting was called to order by Board President Vidal Ballesteros at 5:03PM. Board Directors in attendance were Rosario Villasana, Pioquinto Garza and Daisy Garcia. Also in attendance were Amando Garza, Tom Schroeter, Alejandro Ruiz, Yuliana Velazquez, and Ana Chavez.
- II. Approval of Minutes – August 3, 2023.  
Motion: Rosario Villasana made a Motion to Approve Minutes as submitted. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.
- III. District's Financial Report – July 2023.  
Sewer Month Profit: \$5,582.84      Sewer Year Profit: \$5,582.84  
Water Month Profit: \$539.77      Water Year Profit: \$539.77
- IV. Public Time for Non-Agenda Items  
The following community members expressed concerns on recent odor problems with the water; Saul Ruiz, Neida Luviano, Ramona Ramirez, and Ana Diaz. Another community members that expressed concerns with the water quality was Juan Gonzalez who reports his clothing has gotten stained by the water. District Facilities Manger- informed the community of a recent filtration chemical being added to the water to help alleviate some of the buildup concerns and also mentioned one of the District's old wells has been showing signs of odor problems but before any additional treatment can be discussed the District would need to hire the services of a company that specializes in that area to collect water samples and make recommendations treatment options but there will be cost incurred since the last time the District obtained a quote it was around \$50K.
- V. New Business
1. Report on proposed Lost Hills Community Services District  
Tom Schroeter reported the hearing of the CSD with Lafco is scheduled to September 20<sup>th</sup>.
2. Cannon Engineers recommendations:
- (a) Well No. 3 – Phase 2: Consideration of Change Order No. 2 from Bakersfield Well and Pump for several changes to the electrical conduits entering the Well and the VFD adjacent to the well.  
Cost is still pending, no action taken.  
(i) Electrical Wire for the Light Standard in Change Order No. 1 (wire was not included in previously approved Light Standard Change Order No. 1 as the work was to be in the future)  
No action taken.  
(ii) The VFD Concrete foundation/Fencing Enclosure and Conduit entry were modified to accommodate the conduit entry in the VFD.  
No action taken.  
(iii) Two additional Electrical Pull Boxes were added to facilitate the conduit runs around the VFD to Well  
No action taken.  
(iv) An added electrical conduit and wire for the lighting and fan included in the Well enclosure.  
No action taken.
- (b) Report (See Attorney's Agenda & Recommendation)
- (c) Townsite pipeline water line relocation consideration of change order No. 37  
Amando Garza – now that all the work has been completed, there was concrete and debris that somehow ended in the District's sewer lines and I recommend hiring a contractor to flush and clean the sewer lines.  
Motion: Rosario Villasana made a motion to Approve Change Order No.37. Daisy Garcia seconds the motion. All Board Directors present in favor, Motion carried.
3. Report on public hearing to consider water rate adjustments on October 5, 2023.  
Hearing Notices were mailed out to all customers.

#### 4. District Manager Agenda

##### (a) Report on CSDA Annual Conference

District Manager reported the conference was great with several classes to choose from and one of the biggest groups CSDA has had of 956 attendees. Rosario Velazquez and Daisy Garcia also shared that the conference was a great learning tool to help them understand how special districts work, definitely recommend all board members to consider attending next year.

##### (b) Report on Board Members Training Requirements

District Manager reminded Directors Ballesteros and Garza to take the required trainings as soon as possible and provide copies of training certificates.

##### (c) Report on second illegal connections

Staff reported 7 additional illegal connections found which will now start to get billed the monthly second sewer and sewer penalty.

##### (d) Report on customer complaint - Acct No.1363 & 1320

Acct#1363 Complaint of dark clothing staining due to chlorine in the water per customer's statement. Facilities Manager Alex Ruiz responded to the complaint by doing an onsite inspection, run some basic test to determine the chlorine level in the property which showed normal results after the 1<sup>st</sup> drawn, however he still made a small adjustment to the chlorine dose at the treatment to see if that could help alleviate some of the problem.

Acct#1320 Complaint on high water usage due to leak inside the property.

Staff closed water valve to prevent further water loss and contacted customer to advice of their high water usage and the need to fix the leak in order to open the water service. Per customer's request meter was removed and tested for efficiency and results showed the meter is working fine. Later the customer reported leak had been found.

##### (e) Report on 2" water main replacement project & letter from Supervisor David Couch

Ana Chavez – reported receiving letter from Supervisor David Couch awarding 1.3M for the water mains replacement. Further details of how this grant will work are pending, however design more than likely will need to be updated before the project goes out to bid.

##### (f) Report on Billing Error of July & Aug Flat Rate Sewer Charge

Staff reported a billing error on the July and August flat rate sewer due to the water meter billing dates, for July's usage there was only 18 billing days and for August 44 billing days, which made the billing system charge less flat rate sewer to the commercial accounts in July and more on the residential rate for August of 44.57 instead of 30.39. To correct the billing error a general credit of 14.18 per residential account was applied and a charge for the unbilled flat rate sewer accounts was applied to all town commercial accounts with sewer service. The meter read dates also affected the water charges by customers seeing a higher water charge for the August billing since it had 44 days and usually July & August are the highest water usages for everyone so many customers were upset to see such a high water bill. Motion: Rosario Villasana made a motion to Approve General Credit applied to all residential accounts and sewer adjustment to all town commercial accounts. Vidal Ballesteros seconds the motion. All Board members present in favor, Motion carried.

(g) Consideration to authorize staff to attend Harvest Festival & Purchase Informational items to pass Board: this is a good opportunity for the District to do some community engagement. Motion: Rosario Villasana made a motion to Authorize District Staff to attend and authorize a budget of \$1,000 for informational supplies and candy. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.

##### (h) Report on K.C. Special District's Annual Meeting – Sept 8<sup>th</sup> & Consideration for Staff and Board Member Attendance

No action taken.

##### (e) Consideration to Authorize District Facilities Manager to attend the CalTAp Fair – Sept 14<sup>th</sup>.

Motion: Rosario Villasana made a motion to authorize Alejandro Ruiz to attend CalTap Fair and pay for Trip expenses. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.

5. Facilities Manager Agenda

(a) Board approval for WWTP Influent sample

Amando – in order to update old information for the sewer plant expansion project new laboratory data much be collected, 2 samples for 4 weeks, the cost to test is \$215.00 per sample. Motion: Rosario Villasana made a motion to Authorize Alex Ruiz to collect samples. Daisy Garcia seconds the motion. All Board Directors present in favor, Motion carried.

(b) Report on PFAS results

Alejandro Ruiz reported test results were Non-Detectible.

(c) Board approval to remove damage tank on Union site

Alejandro Ruiz reported a contractor is interested in the old union tank, a few years back when the District wanted to dispose of the tank the cost to do so was very expensive, now we have someone interested in hauling it off at his own expense. Motion: Rosario Villasana made a motion to give old union tank for free at their own expense of removal. Pioquinto Garza second the motion. All Board Directors present in favor, Motion carried.

(d) Report on sale of district fleet vehicle yard

Ford & Ram have finally been sold.

(e) Board approval to install fire hydrant by Granite water yard.

No action taken.

6. CLOSED SESSION:

(a) Conference with Legal Counsel regarding initiation of litigation pursuant to paragraph (4) of Subdivision (d) of Section 54956.9: One potential case

Board went into closed session at 6:49PM and came out of closed session at 7:12PM.

7. Date and location of October, 2023 meeting

October 5, 2023

8. Staff Reports

Everything has been covered.

9. Customer Request &/ Complaints

All complaints were covered under agenda items.

10. Delinquency Report

Accounts No. 1073,1121,1131,1135,1148,1200,1269,1280,1300,1330,1350,1361,1391, & 1394.

VI. Maintenance & Operations Report

Alejandro Ruiz/Wastewater- report presented to Board.

Alejandro Ruiz/Water- Report presented to Board.

VII. Board members Report - None.

VIII. Engineer Report/Amando Garza – None.

IX. Next Board Meeting – October 5, 2023.

X. Approval of Accounts Payable- August 2023.

Motion: Rosario Villasana made a motion to Approve August 2023 Accounts Payable. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.

XI. Meeting Adjourned at 7:14PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager

Lost Hills Utility District