

# Pixley Public Utility District

## Board of Directors Regular Meeting

Date: September 11, 2023

Time: 6:30 P.M.

Place: 232 East Davis Pixley CA 93256

Contact: (559)757-3878

### Agenda:

**1. Call to Order**

**2. Minutes**

**3. Bills to be Paid**

**4. Public Comments**

- Members of the public may address the Board during public comments regarding any matter which is under the jurisdiction of the Board. Comments shall be limited to three minutes per person with thirty minutes overall for the entire comments period, unless otherwise indicated by the Board President.

**5. CONVENE TO CLOSED SESSION**

- Public Employee Performance Evaluation (Government Code Section 54957(b)(1)) Title: Office Manager

RECONVENE TO OPEN SESSION

**6. Discussion, consideration, and potential action to increase compensation of Office Manager in an amount not to exceed \$25.50, per hour, effective no sooner than October 1, 2023**

**7. Discussion, consideration, and potential action to grant District Employees a Cost of Living Adjustment (COLA) effective October 1, 2023**

**8. Update/T-Mobile**

- Discussion, consideration, and possible action on T-Mobile placing equipment on Water Tower

**9. Provost & Pritchard**

1) DEVELOPMENT UPDATE AND REPORT ACTIVE ITEMS

a) Remaining Available Water Units (January 2023)

**125 units**

- Will Serve Letters
- Mercado – Walnut (11-19-19/11-7-22) 1
- Orneles – 270 W. Court Ave. (12-20-19/2-7-23) 3
- N&S Truck Stop (11-2-21) 22
- Palma-Quiroz (7-11-22) 1
- Correa (7-11-22) 1
- Camp (8-1-22) 1
- Correa (12-5-22) 2
- Thandi/Singh (12-5-22) 24

- Correa – 451 Market Street (1-9-23) 3
  - Pixley Park 2
  - Correa – Pine Street 18
  - Robles -339 Walnut Street 2
  - Remaining Available Water Units **45 units**
  - Properties in red were sent will-serve extension request letters as directed at the January Board meeting and who have not responded. I removed them from the list usage total.
- b) Travel Stop – It is understood that the developer of the travel center north of Howard Avenue near Park Drive may be constructing the water line from Howard Avenue north to our water main extension project in the spring of 2023. A formal Agreement between the property owner and the Pixley PUD will be required for the reimbursement of costs expended by the Pixley PUD construction of the water line across a portion of the proposed development frontage. P&P staff are coordinating with the developer’s engineer to finalize an agreement for Board consideration. The project engineer has addressed District comments. PPUD is waiting for the response from the Developer to final comments on the fee assessment.
- c) Pixley Park – The County of Tulare has hired a design consultant and is consulting with District staff for water services to restrooms at the Park.

2) INFRASTRUCTURE PLANNING

- Well and Waterline Replacement Project
- Near term activity for the month:
- Well 5: Bakersfield Well and Pump successfully removed the pump and recorded video. There was some damage to the well casing. Bakersfield Well and Pump re-installed the equipment and performed a start-up on June 14<sup>th</sup>. The well is performing, has passed water quality results, and was introduced into the system. Rob is coordinating meter repair to finalizing control systems, etc. Meter repair is complete, however Herb was to come out to review drawdown.
- Well 6: Work is proceeding on the final punch list. The punch list now consists of adjustment of drain line, air release valve at the hydro-tank, as well as restoring the installation of the Cla-Val and sound enclosure over Well 5. Expecting closure shortly but we suggest holding back a portion of the retention or bond for the remainder. It is recommended that \$50,000 of the retention is released to Unified (still \$59,000 remaining).
- A memorandum to Pixley PUD is being provided for additional consideration. The memorandum addresses the significant delay in reimbursement and discrepancy error in the final reimbursement, financial hardships to Pixley PUD and lack of communication from the State with the Proposition 84 Grant. It is suggested that the contents of the memorandum may be transferred to a letter from Pixley PUD to the State to express the concerns and suggest that restitution of the financial hardships be considered.
- Recommended Action: Consider the language of the memorandum and direct staff regarding any follow-up action.

3) FUNDING ASSISTANCE APPLICATIONS

- a) Planning Grant and Construction Grant Applications to the State

- The Planning Grant Application has been finalized and submitted to the State for consideration. The improvements would include the following:
  - Relocation of wastewater collection system improvements in the vicinity of Court and Main Streets.
  - Construction of a self-cleaning screen prior to the influent lift station at the WWTF.
  - Construction on pumps in the aeration tanks to allow for dewatering of the aeration tanks when maintenance is required.
  - Groundwater Monitoring Wells at the WWTF.
  - Grit removal equipment at the WWTF.
  - Sludge Drying Bed improvements at the WWTF.
  - The State has assigned a Project Manager to the project application.
  - The State has responded that the information submitted appeared to be complete and that Pixley PUD may expect an executed agreement in 9 to 12 months from December 2022. Updated forms were submitted to the State.
  - Recommended Action: Board's pleasure
- b) Interim Emergency Drinking Water and Drought Related Drinking Water Funding
- The Project received the final Grant Contract from the State. A kickoff meeting with the State was conducted and a task order was authorized for Provost & Pritchard to perform the design. Design has been initiated and fill station has been ordered. The contractor is coordinating sitework. Fill station passed water tests and is in service. The State is issuing an extension to the contract. We applied for a State license through the California Dept. of Public Health.
  - Recommended Action: Board's pleasure
- c) Drought Relief Grant Applications to the Department of Water Resources
- A contract for the funding has been received from the Department of Water Resources.
  - Well 4 Rehabilitation
  - An initial site visit may offer an option of a new well on the site as the rehabilitation effort rather than pulling the existing pump – due to the recent experience of Well 2A. The project would include a standby generator for Well 4. Funding has been approved for this project by DWR. Board directed engineering staff to plan for building demolition. The concept would include a Sea Train enclosure behind the PPUD office for record storage and two (2) Sea Train enclosures at the WWTF to store records and materials presently stored at the Well 4 site.
  - Design is proceeding and we are coordinating with the electrical engineer. An updated set of Plans and Specifications will be submitted to DWR in September for review and authorization to advertise for construction.
  - Water Main in Elm and loops to School Street
  - This project would provide a 10 inch main extension in Elm from Lavonia to Ellsworth. In addition, this project would loop the waterlines in Carol, Holste, Sarah, and Diane to School Street.

- Construction is complete. It is recommended that PPUD accept the project as complete and authorize recordation of a Notice of Completion.
  - Recommended Action: Adopt the Notice of Completion and authorize its recordation with the County of Tulare.
- d) TCP Planning Grant from the State Water Resources Control Board – Well 5, Well 3A, AND Well 4
- The State has authorized Self Help Enterprises with a Technical Assistance Grant for the project.
  - Design and environmental work have begun. The work now includes mitigation measures for Well 6.
  - Recommended Action: Board's pleasure
- e) TCP Construction Grant Applications to the State Water Resources Control Board – Well 5, Well 3A, 4 and 6
- The State has assigned a Project Manager for the Construction Grant Application. Information has been requested by the State to continue to process the application.
  - The State has requested that Pixley PUD adopt an Authorizing Resolution for the application. A draft Authorizing Resolution is submitted for review and action.
  - Recommended Action: Adopt the Authorizing Resolution and submit to the SWRCB DFA.
- f) IRWM GRANT TO EVALUATE IMPROVING THE WATER LINE NORTH OF COURT ALONG PARK. (\$2,000,000 grant)
- Water Main Loop Across State Route 99
  - This project provides for a 12-inch main across State Route 99 north of Howard. The project extends a 12-inch main north in Park Drive.
  - The property owner east of Park Drive and south of the Memorial Building will construct the water main across its frontage.
  - The project is complete. It is recommended that PPUD accept the project as complete and authorize recordation of a Notice of Completion.
  - Recommended Action: Adopt the Notice of Completion and authorize its recordation with the County of Tulare.
- 4) Grundfos Inspection of the Booster Pumps at the Tank Site
- A service engineer for Grundfos reviewed the booster pumps at the tank site on August 1, 2023. He presented the following observations and then on August 11, 2023 provided a quote for recommended services.
  - I went out to Pixley PUD and looked at the Grundfos Booster System. Talking to Rob Masters, there is an obvious loud noise, and this is not normal.
  - Based on my observation, the bearings need to be replaced. I am not exactly sure if it is the Motor or Pump Bearings. The Motor would need to be uncoupled by one of our technicians for us to do the exact troubleshooting. All three pumps are screaming really loud.
  - I have two options.
    1. Send a Technician out to troubleshoot each pump by uncoupling the Motor and isolating the system. Cost to send a technician out would be \$1750.
    2. Order Bearings for both the Pump and Motor. Send the technician out to do the job. The problem with that is, once these parts are ordered, it cannot be

returned. The cost of that would be, Technicians Hourly rate (\$200/ hr), plus parts. I do not know the price for parts yet. I have sent this information to Engineering to get pricing.

- Please let me know what's your thoughts here, and how you would like to proceed. If we keep operating the way the pumps are currently operating, the system will fail and the cost to repair a failure would be a lot more.
- It is recommended that PPUD authorize the services described in the attached quote from Grundfos to avoid a failure of some of the booster pumps.
- Recommended Action: Authorize the replacement of bearings and seals as defined in the quote from Grundfos.

5) TULE BASIN WATER QUALITY COALITION – WATER FILL STATION

- The Tule Basin Water Quality Coalition is requesting to enter into an agreement with Pixley PUD for the installation and operation of a water fill station. The proposed location is the southeast corner of the tank site on School Street north of Terra Bella.
- Updated information has been received and reviewed. Comments have been returned to the applicant. Draft contract was approved at the December Board meeting. The draft Memorandum of Understanding was submitted by Tule Basin for Board review but rejected by the Board in April. Tule Basin has enquired if they could partner with the PUD by paying reimbursement for use of its fill station.
- Recommended Action: Discuss partnership opportunities for use of fill station.

6) CALTRANS PROPOSED POSITIVE LOCATION AGREEMENT

- Caltrans contacted the Pixley PUD on December 5, 2022 with the following request:
- Caltrans is preparing projects where a positive location or “potholing” of Pixley Public Utility District facilities within the highway right of way is required. Caltrans is requesting a Positive Location Agreement (Pos-Loc Agreement) executed from Pixley Public Utility District. This agreement will permit Caltrans to perform non-destructive vacuum extraction and electronic detection to determine the exact facility location and elevation at no expense to the utility owner. Further, Caltrans will indemnify Pixley Public Utility District of all liability with the testing procedures.
- A copy of the proposed agreement was included at the meeting of December 19 and is attached.
- The utility of interest to Caltrans in the immediate term is to pothole the sewer line crossing State Route 99 and water lines in the vicinity of Davis and in the vicinity of Court.
- At the February Board Meeting, the agreement was approved pending Legal Counsel review, who is coordinating with Caltrans staff on the verbiage.
- Recommended Action: Board's pleasure

7) COUNTY OF TULARE – COURT AVENUE PROJECT

- The County of Tulare has contacted Pixley PUD regarding a road project in Court Avenue between Main Street and School Street.

- The County is planning to resurface the roadway, which will impact the existing water valves and sewer manholes owned by the Pixley PUD. The County is requiring that the Pixley PUD pay for raising the valves boxes and manholes.
  - The Board voted to approve the County loan agreement at the June 13 meeting. County returned a signed agreement. Awaiting bid results for the final construction cost.
  - Recommended Action: Board's Pleasure.
- 8) County of Tulare – Terra Bella Avenue Project
- The County of Tulare has contacted Pixley PUD regarding a 2024 road project on Terra Bella Avenue between Road 96 and Cedar Street. There are some PUD facilities in the area, but not many. It is expected that the County will notify Pixley PUD of anticipated costs to raise valve vaults and manholes.
  - Recommended Action: Board's Pleasure
- 9) Pixley PUD Rate Study
- P&P staff have engaged in discussions with District staff. Expected to have recommendations shortly, potentially at a special meeting.
  - Recommended Action: Board's pleasure
- 10) County Water Feasibility Study
- County staff approached the PUD concerning the feasibility of extending the water main in Park Drive north to Road 120. It was determined that P&P staff would contract directly with the County to provide options (including new well and/or tank facilities) at no cost to the District. The study has been initiated.
  - Recommended Action: Board's pleasure

## **10. Tools & Maintenance**

- 1) Discuss, consideration, and possible action of instating budget and procedure for uniform allowance.

## **11. Other Matters**

## **12. Board Member Communications**

## **13. Adjournment**

Materials related to an item on this Agenda submitted to the legislative body after distribution of the agenda packet are available for public inspection at Pixley Public Utility District, 232 East Davis Avenue Pixley, during normal business hours. *"This institution is an equal opportunity provider and employer. Communication for Hearing Impaired: the TTY/TDD number is: (800)654-5984, voice only: (800)654-5988. Waste Water Services are provided on an Equal Opportunity basis. Reasonable accommodations for alternative means of communications or access of individuals with disabilities will be made upon request. Call: (559)757-3878 to request accommodations."*