

**WYNOLA WATER DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES**
Saturday, October 20, 9:00am
1634 Oakforest Road, Santa Ysabel, CA 92070

The meeting was called to order at 9:03 A.M. Board Members present were: JoAnn Bernard, President, Director Ray Mitchell Water Quality, and Pete Miller, Director. Guests attending were Bob Franke, Robert Gans, Dean Stowers, Jack Bainbridge, Tom McDonough, Tim Taschler, Joyce Gans, Ben Beatty and Jean Resetco

1) Approval of Agenda: Director Mitchell moved to approve the agenda and Director Miller seconded the motion. Request by Ben Beatty to be moved to the top of the Agenda due to a work commitment. Motion was approved.

2) Approval of Minutes of July 21, 2012: Director Miller moved to approve the minutes and Director Mitchel seconded. Motion was approved.

3) Old Business:

- A. EAGLE SCOUT PROJECT-- Ben Beatty requests the Board's support in completing his Eagle Scout Project. He proposes to upgrade all the fire hydrants in Wynola Estates by completing the following tasks:
1. Clear all brush around each hydrant in a 10 ft circumference.
 2. Remove debris and excess dirt.
 3. Repaint hydrants with approved color.
 4. Replace the Emergency Use Only/ Wynola Estates Water" sticker.
 5. Lastly, he will participate in the November flushing of the meters.

The Board agreed that this project would benefit our neighborhood as well as help Ben complete his final project. He will begin in the Spring of 2013.

- B. PRESIDENTS REPORT –President Bernard gave her regular report pertaining to events and projects in Wynola Estates.
- C. OPERATIONS REPORT – Director Mitchell reported on the following upcoming and past events for Wynola Esates. Planned power outages August 7 and the unplanned outages on August 9 and 11. The generator came on automatically. Ransom Pump and Supply installed new “Manual on/off” switches on Wells #7 and #10. These switches will allow us to start the wells remotely at the well head and not have to rely on the call-for-water signal from the pump house being ON”. AB 54 Board training class will be held at the Julian Library October 27. Mr. Mitchell announced that all Board Members are invited to attend. Annual Nitrate testing scheduled for

November 12. Pumphouse repairs have been completed. July 3 County Letter alerted District of possible "rolling" blackouts. We have two new water watchers onboard: Chris Bastian and Tom Hood. New meter readers are: Gary Bastian, Steve Wright, Co-Lee Grev, and new resident Daniel Richards (Lot 77). It was noted that a checklist for powering up the generator in case of an emergency is needed. Director Mitchell will work with Ron Placa to develop this checklist.

- D. WATER LEVEL/USAGE/ REPORT. MR. FRANKE.-- This past quarter historically records the highest usage by every lot. Joyce Gans will now produce the meter readings charts for the Meter Readers.
- E. FINANCIAL REPORTS-- Mr. Gans presented the new Quarterly and Annual Budget Reports (Income and Expense), and reported on the Annual Audit. A motion for approval of these items was made by Director Miller and seconded by Mr. Mitchell. The motion passed.
- F. Director Beatty has not yet received a second bid from Rand Company in Lakeside for locating hydrant valve cans. Action Item: Director Beatty will do it this week.
- G. Director Bernard is still working on getting a clarification on an ACWA/JPIA insurance item regarding structures listed on Glenside and Oakforest.

4) NEW BUSINESS –

- A. Directors Mitchell and Bernard gave an update of resignations, appointments, and re-appointments. Resignations from Directors Beatty and Dyos and Office Manager Marie Beatty were accepted. Director Dyos was also Treasurer. The Board vacancies were filled by Tom McDonough and Jack Bainbridge. Joyce Gans was appointed to the Office Manager Position. Also, it was noted that the office of District Secretary must be held by a person other than the President. Accordingly, Joyce Gans was also appointed Secretary. Robert Gans, who has been performing the role of Assistant Treasurer, was appointed Treasurer. Director Miller will be retiring at the end of his term and will be replaced by Dean Stowers. President Bernard has agreed to serve another term, after her existing term expires in December, 2012. A motion to accept the resignations and approve the appointments was made by Director Mitchell and seconded by Director Miller. The motion passed.
- B. WWD Conflict of Interest Code – Form 700. Director Bernard/Treasurer Gans. Copies of Form 700 were passed out to all current and new Board Members. This is a California State form to be filled out by all Board Members.

- C. Treasurer Gans reviewed the District's internal control procedures for the Board, including accounting systems, segregation of control over cash, bank statements promptly reconciled and distributed, and control of investment accounts. It was noted that all disbursements/withdrawals of funds require two signatures. Authorized signatories are Directors Bernard and Mitchell and the Office Manager.
- D. WWD Legal Representation. Director Bernard stated that we currently have no legal representative. Mr. Dyos recommended a Borrego Lawyer, Lisa Foster. It was discussed that perhaps we need a contract Lawyer. This item will be tabled until the January 2013 meeting.

5) Adjourn – Director Stowers made a motion to adjourn the meeting at 11:15 A.M. Director Mitchell seconded. Next meeting is Saturday, January 19st at 9:00 A.M. at the Gans residence at 1634 Oakforest Road.

Respectfully submitted,



Joyce Gans
Officer Manager