

**WYNOLA WATER DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES**

7:00 PM, Wednesday, January 14, 2015  
1634 Oakforest Road, Santa Ysabel, CA 92070

President Bernard called the meeting to order at 7:00 PM. Board Members present were: Jo Ann Bernard, President, Ray Mitchell, Water Quality Operations, and Tom McDonough, Operations. Board Member Jack Bainbridge was unable to attend. Guests were Jerry and Terry Jordan.

Staff attending were Robert Gans, Treasurer and Joyce Gans, Office Manager. Property Owners Richard and Janet Books joined the meeting at 8:00 PM.

**1. Approval of Agenda:** Director Mitchell made a motion to accept the Agenda as written. Mr. McDonough seconded. The motion passed.

**2. Approval of Minutes of Regular Quarterly Meeting of July 20, 2014.** Director Mitchell moved to approve the minutes. Director McDonough seconded. The motion passed.

**3. Approval of Minutes of Public Hearing on Water Rates of December 20, 2014.** Director Mitchell moved to approve the minutes. Director McDonough seconded. The motion passed.

**4. Old Business:**

a. President's Report.

President Bernard announced the appointment of a new Water Watcher volunteer, Joseph Chao, who will work with Mike Asmussen in monitoring the pump house.

Property owner Ron Placa will monitor the generator at the pumphouse. Property owner Barbara Segni will be a new meter reader and will team up with Joyce Gans. President Bernard stated a need to do something for the volunteers and suggested a pie certificate from Julian Pie Company. President Bernard also mentioned the Wynola Water District's Special Recognition Award for no injuries.

b. Hazard Communications Plan.

Director Mitchell has developed the District's Hazard Communications Plan, for the purpose of training individuals who may be exposed to hazardous materials while performing Water District duties. Resident Scott Dell has

agreed to train the Board on this subject. We will wait on this training until we have a full Board of Directors. Regarding the Hazard Communication Plan.

- c. Water Operations and Testing.
  - 1) Report on Well #11. The well has been repaired and is now operating properly.
  - 2) Water quality testing on Well #3 showed that the water quality was within specification. A total of about \$8,000 in required water testing was spent in 2014.
  - 3) Meter replacements. Lots 1 and 43 had inoperable meters. Many other residences have a broken cement lid or other issues with the cement box itself...also several residents need to prune the vegetation around and above their water meters for ease of location and accessibility. Discussion concerning the possibility of putting together a work party to work on the replacement of the damaged meters.
  - 4) Well Reports. Director McDonough reported that there was only a slight increase in water usage. Tim Taschler helped out with the water depth readings. There were 7 hits and one miss in laser readings of depth.
- d. ACWA/JPIA 1/22/2015 Webinar participants are Director Mitchell and Treasurer Gans. This event is an online tutorial, primarily financial matters.

#### **5. Quarterly Financial/Office Reports.**

- a. Office Report. Office Manager Gans reported on collection efforts of past due accounts. The only seriously past due account at an occupied property is now resolved.
- b. Treasurer Gans reported that our cash balance has decreased every quarter for the last six quarters. The December 31, 2014 water bills were at the new rates and produced about \$3,000 in additional revenue.
- c. Discussion on the Annual WWD administrative calendar. All required tasks have been completed. However, Form 700's need to be filed on all Directors, Supervisor Jacob needs to reappoint the Directors whose terms just expired, and the vacant Board position needs to be advertised locally..

Respectfully submitted,

*Joyce E. Gans*

Joyce E. Gans  
Office Manager