

**WYNOLA WATER DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES**
7:00 PM, Wednesday, April 15, 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, Jack Bainbridge, Operations, and Tom McDonough, Operations. Guests were Mike Asmussen and Jerry and Terry Jordan. Staff attending were Robert Gans, Treasurer and Joyce Gans, Office Manager.

1. Approval of Agenda: Approval of Minutes of Special Meeting of March 7, 2015 was added to the Agenda. Director McDonough made a motion to accept the Agenda as amended. Director Mitchell seconded. The motion passed.

2. Approval of Minutes:

- a. Regular Quarterly Meeting of January 14, 2015. Director McDonough moved to approve the minutes. Director Mitchell seconded. The motion passed.
- b. Special Purpose Meeting of March 7, 2015 (re: Resolution to open bank account at Wells Fargo Bank): Director Mitchell moved to approve the minutes. Director Bainbridge seconded. The motion passed.

3. Old Business:

- a. President's Report.
 - 1) New Board Member. Director Mitchell moved to appoint Mike Asmussen to the Board, to serve the remaining term, to December 6, 2016, of former Director Dean Stowers. Director McDonough seconded. The motion passed unanimously. Mr. Asmussen subsequently took his seat as a Board Member. Treasurer Gans will take care of the related paperwork with the County Board of Supervisors.
 - 2) Reappointments. It was noted that WWD had received letters from Supervisor Jacob's office that Directors Bainbridge, McDonough and Mitchell had officially been reappointed to the Board by the County Board of Supervisors, for terms expiring December 6, 2018.
 - 3) Vice President. Director Mitchell moved to appoint Director Bainbridge as Vice President. Director McDonough seconded. The motion passed unanimously. The position of Vice President performs the functions of the President, in the President's absence, and such other responsibilities as the President may delegate to the Vice President.

4) Neighborhood Report.

Effective April 20, 2015, Lot #46 has been sold by Michael DeWitt to Kevin and Jennifer Coerper. Director Bernard will read their water meter as of that date.

Director Bernard reported on recent health issues of neighbors Dorothy McMahan, Dee Bild and Bob Franke.

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. After discussion, it was confirmed that all Board Members, and any other individuals who are handling hazardous materials on behalf of the WWD, should be trained on the Plan. Director Mitchell has taken a class on the subject from Target Solutions. Currently, such hazardous materials include chlorine, motor oil, and antifreeze. Resident Scott Dell has offered to do the training. Director Mitchell will consider this and other training options.

c. Water Operations and Testing.

- 1) Mechanical and electrical problems. Directors Mitchell, Bainbridge and McDonough reported on various problems with wells 7, 10, and 11. No major expenses have been incurred and all wells are now operating properly.
- 2) Well water levels. Water Director Bainbridge reported that, due to the drought over the last two years, the water level in all the wells has dropped significantly. At the same time, production has been about level. It is not known how much farther they can go down before they run out of water. The water levels in the wells are now being read two times a month.
- 3) Water pressure, Lot #68. The low pressure problem has been determined to be due to the water filters the property owner is using.

4. Quarterly Financial/Office Reports.

- a. Office Report. Office Manager Gans reported on collection efforts of past due accounts. There are no significant past due balances. The only seriously past due account is unoccupied lot #33 that has not paid its bills for the last six quarters.
- b. Treasurer Gans reported that the cash balance as of March 31, 2015 was up \$11,243 from the prior quarter, compared to the budgeted increase of \$3,950.

The favorable variance is due to no capital expenditures in the quarter, and higher than budgeted revenues in interest income, water sales, and property tax collections. The last two quarters' water bills were at the new rates, and produced about \$3,000 in additional revenue each quarter.

- c. All required Form 700s have been submitted to the County and to JPIA.
- d. Discussion on the Annual WWD administrative calendar. All required tasks have been completed. Supervisor Jacob needs to approve Director Asmussen's appointment. The position was advertised in the Julian News, and notices were posted on community bulletin boards.
- e. In view of Rabobank's closing on May 1, 2015, A new bank account has been opened at Wells Fargo Bank, which has a branch in Ramona. As soon as the new checks have been received, the Rabobank account will be closed and the balance transferred to Wells Fargo.
- f. Treasurer Gans responded in writing to the owner of Lot #23, who had asked for exemption from paying their quarterly bills. The Board had declined the request, because it would have led to a number of similar exemptions for others, which in turn might have necessitated a further increase in rates.
- g. Everyone was reminded that Chipping Day is Saturday, April 25, 2015, and the annual Picnic is Saturday, May 2, 2015, at the Placa property, Lot #64.
- h. Property Tax Increase. This Board-approved increase needs to be planned and executed. Treasurer Gans will determine who at the County can help us with this.
- i. The State of California has mandated a 25% reduction in water consumption. Ray Mitchell and Jo Ann Bernard are the contacts for the WWD's primacy agency, the Department of Environmental Health and Human Services.
- a. Drought Preparedness. President Bernard distributed copies of various documents from WWD files on the subject of drought preparedness and water conservation. It was decided to form a special committee to address the subject. Volunteers for the committee were all the Board Members and Staff, and Jerry Jordan. The committee's purpose is to develop a WWD Drought Preparedness Plan.
- b. Clarification of voting rules. Treasurer Gans reported receiving a newsletter from the HOA law firm of Adams Kessler, in which they clarify that an "abstention" vote is the same as a "no" vote. For a measure to pass, it requires a majority of those present, whether or not they all vote.

6. Adjourn.

There being no further business to discuss, upon motion made, seconded and passed unanimously, the meeting was adjourned at 8:30 PM.

Respectfully submitted,

Joyce E. Gans

Joyce E. Gans
Office Manager