

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

9:00 AM, Saturday, October 24, 2015
1449 Springview Road, Santa Ysabel, CA 92070

President Bernard called the meeting to order at 9:10 A.M. Board Members present were: Jo Ann Bernard, President, Ray Mitchell, Water Quality Operations, Jack Bainbridge, Mike Asmussen and Tom McDonough. Staff attending were Robert Gans, Treasurer and Joyce Gans, Office Manager. Guests were property owners Rick Strait, Ron Placa, and Albert Simonson

1. Approval of Agenda: . Director Mitchell made a motion to accept the Agenda as amended. Director Bainbridge seconded. The motion passed.

2. Approval of Minutes:

- a. Regular Quarterly Meeting of July 15, 2015. Director Bainbridge moved to approve the minutes. Director Mitchell seconded. The motion passed.
- b. Minutes of Emergency Pressure Tank Meetings of September 18 and October 18, 2015. Director Bainbridge noted that the first sentence in item 3.d was inaccurate regarding a proposed monitoring and alarm system. The sentence was deleted. Also, the spelling of Matt Tasch's name was corrected. Director Bainbridge moved to approve the minutes as revised. Director Mitchell seconded. The motion passed.

3. Old Business:

- a. President's Report. President Bernard reported on the following health issues: Dee Bild had knee surgery; Ron Placa had heart surgery, Ray Mitchell had hip surgery. Dorothy McMahan has recovered. It was also noted that lots 78, 79, and 80 had sold and that the new owners were planning to build spec houses.
- b. Water Operations and Testing.
 - 1) Well Production Data Review

Director Bainbridge passed out reports showing water production, well levels, rainfall and other data. Production for the quarter just ended was 1.74 million gallons, compared to the same quarter of 2014 of 2.83 million gallons. Well levels are down 15 to 20 feet. Rainfall for 2015 through September 30 was 3.44 inches, compared to 2.72 inches for the same period of 2014. It was noted that Well #3 production has dropped significantly probably due to low

water levels. It was shut off for a week in September to allow the water level to recover a little.

2) Water Conservation

Residents continue to conserve water. For September usage was down 26% from August and 17% below the State-mandated target. For the 3rd quarter, typically the highest consumption period of the year, production was 26% below the target.

3) Wells #6 and #8

Directors Mitchell and McDonough reported that Well #6 which is listed as a "Standby" well needs to have water quality tests completed in the 4th quarter. Accessibility to the well is a problem, but the Directors will help the water tester get to the well. Well #8 is listed as inactive but it was agreed that it should also have water testing completed in case it is needed. Director Mitchell will schedule the water testing and coordinate with Director Bainbridge to accompany the water tester.

4) Repairs

- i) A leak was detected in the lateral line at lot #19. Water service had to be shut down to a portion of the system while the line was repaired. There was an unexpected water loss on Meadowridge during the repair. The only conclusion is that either 1) there is not a connection between the main on Meadowridge and the main on Springview as shown on the system diagrams, or 2) the valve east of the pump house on Glenside is stuck in the closed position and the operating mechanism is broken. This will need to be studied further.
- ii) The telephone line to Well #11 needed to be repaired by AT&T in September.
- iii) The Call for Water system DC fuse blew and the coil for the Well #10 telephone relay burned out due to lightning strike to the telephone line in July. The fuse and relay coil were replaced. A potential replacement for the obsolete telephone relays was purchased and installed at Well #10 to see test its performance.
- iv) Director McDonough is working with Chuck Jiminez to get a bid to repair a leaking packing gland on Fire hydrant #5 and replacement of 2 valves in the main well feed line at the pump house.

5) Call for Water System

As noted above under repairs, there have been numerous problems with the Call For Water system (CFW) and leased telephone lines. In addition,

replacement parts for the CFW are no longer available. Mission Communications was contacted in September and they provided technical and budgetary information on a system that could replace the CFW, leased telephone lines and storage tank level controls. The Mission system uses cellular service for communications to the wells and would have an internet site that would monitor the CFW actions. The Mission package that would cover the pump house and 5 well sites would have an initial cost of approximately \$25,000 with an annual service fee of \$3,600. This would eliminate the need and annual cost for the leased phone lines. It was decided that this upgrade would have to be deferred due to the budgetary issues related to the pressure tank replacement.

6) Pressure Tank.

Two emergency Board meetings were held to deal with the problem of the pressure tank leaking. A water engineer and Superior Tank Solutions have recommended replacement of the pressure tank, installation of bypass plumbing, and other improvements. Cost estimates are between \$90,000 and \$135,000, and could be more if additional problems are discovered during the project. Superior is being asked to develop a detailed firm bid. Another company, Omega Industries, had come to the site in September and offered to bid on the project. To date they have not provided any additional information.

5. Financial/Office Report:

- a. Treasurer Gans presented the quarterly financial reports showing that Cash as of September 30, 2015 was \$188,317, a decrease of \$7,204 from the prior quarter, and up \$5,504 from a year ago. There were no capital expenditures for the quarter.
- b. The annual audit report has been published. The report had a "clean" opinion and there were no audit "findings" or recommendations for changes in financial policies and procedures.
- c. Wells Fargo Bank has suggested that we open one or more savings accounts to distribute the cash for security purposes. However, since the account is FDIC insured up to \$100,000, it was agreed that more accounts were not necessary.
- d. Office Manager Joyce Gans reported that there were several expressions of concern by residents about the possibility of an interruption in service due to the pressure tank replacement. The District will try to minimize the downtime. There is only one significant past due account- a property that has been abandoned by the owner. We may be able to collect the past due balance when the property changes ownership.

- e. The Rabobank account has been completely closed out.
- f. Tosh McIntosh is no longer our account manager at Morgan Stanley. They have required that the account be handled by someone who specializes in working with public agency accounts.
- g. Treasurer Gans reported that the Wynola Estates Homeowners' Association is asking for formal nominations for Board Members. The formation of a new Board could result in certain changes in the relationship between the Water District and the HOA.
- h. Treasurer Gans presented a recommended procedure for implementing the \$125 increase in the water availability fee that was approved by the Board. The procedure includes having a formal Board resolution (signed by the President and Secretary) proposing the increase. Director Mitchell moved to adopt such a resolution. President Bernard seconded. The motion passed.

The recommend procedure also calls for issuing a notice to all property owners at least 45 days before having a public hearing, receiving written ballots, and then holding the hearing and counting the ballots at the hearing. If a majority approves the increase, the County Auditor and Controller will be asked to implement the increase on the next property tax bills, which would come out in October 2016.

6. New Busines:

- a. A Fire Safe Council is being formed for Wynola Estates. Jo Ann Bernard has volunteered to be the liaison to the Council.

7. Adjourn:

The next regular quarterly meeting of the Board was set for 9:00 AM, Saturday, January 16, 2016, at a location to be determined.

There being no further business to discuss, upon motion by Director Bainbridge, seconded by Director Mitchell, and passed unanimously, the meeting adjourned at 10:10 AM.

Respectfully submitted,
Joyce E. Gans
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Office Manager