

**APPROVED**  
**Board of Directors**  
**Wynola Water District and**  
**Wynola Estates Fire Safe Council**  
**August 12, 2023, 9:00 a.m.**  
**22135 CA – 79 Santa Ysabel CA 92070**

1. Call to Order: 9:00 a.m.
2. Roll Call of Board of Directors:
  - Jim Madaffer, President-Present
  - Ron Placa, Vice President-Absent
  - Brenden Kelso, Treasurer-Absent
  - Steve Kincaid-Present
  - Sandra McCann-Present
3. Additions to the Agenda – none
4. Introduction of Joe Fares, one of the directors of the Julian Services District. Guest of Buddy Seifert to show Joe how our water district board meetings are conducted.
5. Approval of meeting minutes of July 8, 2023.
  - Motion from Kincaid and seconded by McCann to approve minutes. 3 Ayes, 0 Noyes, 2 Absent
6. Text Notification System-WWD uses this cell phone text notification system for emergencies. To sign up text 888-445-1447.
7. Public Comment-opportunity for members of the public to address the Board on matters within the Board’s jurisdiction. People addressing the Board are requested to state their name and address for the record. None
8. Treasurers Report: Brenden Kelso (report sent via email to WWD Board):
  - Chase Bank: \$177,047.
  - Wells Fargo: \$139,125.
  - Community Valley Bank: \$100,000.
  - Brenden has met with Chase to set up an online banking profile.
  - Also suggests we transfer some funds into a short-term CD (6-9 months), at around 4% yield.
  - Also set up a passive fraud protection alert that notifies us when any transactions over \$500 have occurred with a check.
9. Office Manager’s Report: Karen Kincaid
  - Reminder that we need the resolution documentation sent to the Office Manager directing that the apportionment tax money be sent to Chase Bank instead of Wells Fargo Bank.

## **10. Old Business:**

- a) Report by Board President Jim Madaffer (this will include the actions taken to date since the last Board meeting on July 8, 2023).**
  - i. Well #9 Generator update: A sub-standard size generator with a step-up transformer was installed which caused the transformer to fry, all of the SCADA electronics to the generator fried, and has taken the well offline since July 26th. Well #9 is one of our better producing wells.**
  - ii. Jim met with Kent Bricker, from Southland Water, who installed our SCADA system. He went through Well #7 and Well #10, which were also having issues.**
  - iii. Well #7 was damaged by SDG&E power line issues and the main power feed was fried.**
  - iv. We cannot pump Wells 7, 9 and 10 at the same time because they are on a loop. We are hoping to re-plumb and provide individual feed lines from the wells to the holding tanks when the water filtration project starts being built. Hopefully, grant money will pay for this construction.**
  - v. It has been determined that EPX is responsible for the malfunctioning of the generator at Well #9. Kent Bricker will come out and replace all of the fried components will submit the bill to EPX, which has agreed to pay for the repairs.**
  - vi. Well #10: Rex Anderson is doing the repairs and replacing some of the parts on the pump.**
  - vii. Jim wants to draft a policy on replacing the meters, boxes and/or covers and clearing the vegetation in and around the boxes. The board will pay for the initial replacement and clearing. Afterwards, the homeowners will be responsible for keeping the boxes clear of vegetation.**
  - viii. Many of the meters are the original meters that were installed when the Estates were developed. These meters must all be replaced (many meters have already been replaced). The cost to replace is approximately \$300 each.**
  - ix. At our next meeting, Buddy will come back with a meter replacement plan and how many are needed, to be completed within the next three months. This plan will include the cost of replacement, buying the meters as needed or buying them in bulk, and do we have adequate storage to house the meters temporarily. Meters last approximately 10 years, so anything older than 5 years will be replaced.**
  - x. Buddy will also bring back a plan with how many boxes and covers are needed and the approximate cost.**
  - xi. This report will include time and labor costs of Buddy and Rodney.**

- xii. Once the vegetation has been cleared, it will then be the homeowner's responsibility to maintain the meter box area.
- xiii. The Board will write a policy that includes billing the homeowner with any maintenance costs to keep the surrounding meter box area clear for our volunteer meter readers to read the meters every quarter.
- xiv. Jim would also like the Board to establish a past due water policy and then publish it on the website and notify all rate payers of this new policy. We will look at various policies other water districts have through ACWA and CSDA. Ideas discussed were a payment plan or placing a lien on the property.
- xv. Jim and Steve had called and talked to various companies to install blue fire hydrant reflectors, street sweeping, and stripping the roads. There were no responses from any of the companies. Steve will put out a call again to see if we get any responses.

**b) Buddy Seifert, Water Operator:**

- i. Water levels are looking good.
- ii. Tanks are filled and ready in case of any fires.

**New Business:**

**a) Mailboxes**

- i. Steve Kincaid brought up the idea of putting up an WWD mailbox either in front of Kincaid's driveway or on Springview where the other mailboxes are.
- ii. Steve will look into the cost of a heavy-duty mailbox.

**Adjourning 9:58 a.m. The Board will reconvene during the closed session: CASE REVIEW/PLANNING, Government Code §54957.8**