

DRAFT
WYNOLA WATER DISTRICT
December 11, 2021 – 9:00 a.m.
22135 CA – 79
Held at Santa Ysabel Nature Center
Board of Directors Meeting

1. Call to Order 9:00 a.m.
2. Roll Call of Board of Directors
 - Jim Madaffer-President
 - Ron Placa-Vice President
 - Bonni Cogan-Treasurer
 - Sandie McCann-Board Member
 - Steve Kincaid-Board Member
3. Additions to Agenda-none
4. Approval of meeting minutes of November 13, 2021-Motion made by Cogan to accept corrected minutes and second by Kincaid. 5 Ayes 0 Noes
5. Public Comment – Opportunity for members of the public to address the Board on matters within the Board’s Jurisdiction. Person’s addressing the Board are requested to state their name and address for the record.
 - Dan Richards at 1328 Riverwood-Reported that he had received an email about the water usage **being** way up and **had** noticed a few dips in the road on Riverwood. He was worried that there might be leaks in the street that might have caused the spike in water usage. He had a leak at his house, but had it fixed.
6. Treasurer’s Report – Bonni Cogan
 - Cogan was tasked on how we can invest our WWD funds. The best we can do is leave it right where it is at .05% interest that we **are getting**.
 - Because we are a government entity, there are no FDIC insurance limits. All money in the accounts is insured for the full amount.
7. Old Business:

Report by the Board President (this will include the actions taken to date since the last board meeting on November 13, 2021)

 - We were contacted by the State Water Resources Control Board and California Rural Water Association, which we are members of. They offered for us to apply for a trailer mounted backup generator. The district has 5 operating wells, and no other backup generators, (Well 3 is the lowest producing well).
 - The trailer mounted generator would be 480 volts, 70 kw, diesel fuel, that can be moved around to any of the wells.
 - We are one of the first applicants, and we have a good chance that we will be approved. We hired Tim Taschler to fill out the application, since he has the expertise in this subject matter.
 - We should hear if our application was accepted in 2-3 weeks.
 - A permanent generator is going to be installed at Well 9, which is in progress with SDG&E.

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- a) **AT&T Service Update-Jim Madaffer & Albert Simonson**
 - i. AT&T is phasing out the leased communication lines we currently pay \$3,000 a year for.
 - ii. Ken Bricker will be doing a presentation on how we can move forward with the communication lines using SCADA system.
- b) **Report on parts, flushing, items at pumphouse, WQS-Steve Kincaid**
 - i. WWD is planning on flushing after it rains this week. Waiting until after it rains minimizes fire danger in case of a fire because flushing uses about 30% of water in our tanks.
 - ii. We now have extra parts (pipes, hosing, meters) if needed
 - iii. Our water operator, Buddy Seifert, is planning to do 3 or 4 more flushes.
 - iv. We received the 1 ½" fire hose that Albert requested we order. This will help protect the pumphouse along with the other hoses we have in case of a fire.
 - v. Buddy also recommended that we buy fire gel and keep that in the pumphouse.
 - vi. Buddy has drafted an Operation Manual that Jim will be bringing to the board in January. It will detail the roles of all those who work at the pumphouse and specify each of their duties.
- c) **Credit Card payments for ratepayer's update-Karen Kincaid**
 - i. We are now accepting credit cards for the payment of water invoices. The invoices will have a section that allows the payer to insert their credit card number and pay. Quickbooks takes care of processing the cards and deposits the money into our checking account. This is available for Quarter 4 billing.
 - ii. The fees for using the credit card program will be paid by WWD and not the rate payer. It is a convenience for the rate payer.
- d) **ADP Update-Karen Kincaid**
 - i. We are now set up to do payroll with ADP. We no longer will do 1099 forms and any employees doing work for WWD will be automatically on our insurance through ACWA JPIA.

8. New Business:

- a) **Presentation from Kent Bricker of Southland Water Technologies regarding the new SCADA system for WWD.**
 - i. Mission Communications manages SCADA (supervisory control and data acquisition). It is a turnkey system delivered through a **model (model or modem?)** that enables you to gain complete system monitoring right from your desktop or mobile device.
 - ii. This system uses cellular capabilities.
 - iii. The diagnostic alert system notifies of issues in real-time. Alarms are delivered via phone, text message, or email data links.
 - iv. Mission Communications was started in 1999.
 - v. Data belongs to customer and is accessible back to day one.
 - vi. Only cellular based communication provider to have direct tier 2 support from all carriers.

- vii. **Business Performance Guarantee.**
 - viii. **Comprehensive reports and graphs accessible from anywhere.**
 - ix. **Flow meters will go on all the wells that will produce data.**
 - x. **Dedicated security and performance managed by Mission.**
 - xi. **Service package is \$563.40 x 5 for 12 months =\$2817**
 - xii. **One year warranty on hardware. Backup battery will last about 3 years.**
- b) Resolution Regarding the Purchase and Installation of a Supervisory Control Data Acquisition (SCADA) System for Wynola Water District.**
- i. **Wynola Water District Board of Directors hereby appropriates a budget of \$40,000 and selects Southland Water Technologies LLC as a sole-source vendor and accepts its quotation in the amount of \$37,138.17 with additional funds from the budget as needed to build a backboard for well #7 and install four Badger meters by a Certified Water Operator at each of the four wells needing new meters.**
 - ii. **Motion made by Madaffer to accept this resolution and seconded by McCann. Motion approved 5 Ayes, 0 Noes**

Note: Madaffer is talking with Rachel Witt, County Counsel about the rate increase set for January 1st for the system access fee, not the cubic hundred-foot fee, which goes into effect January 2023. We are trying to put off that rate increase for a year. New rates would not appear until the Q1 billing sometime in April 2022. Board has time to explore other options.

9. Motion to Adjourn from McCann 10:18 a.m.