

**GARDEN FARMS COMMUNITY WATER DISTRICT**  
**17005 Walnut Avenue, Atascadero, CA 93422**  
**(805) 438-3751**

**MINUTES OF THE MONTHLY MEETING**

**Board of Directors**

Wednesday October 17, 2018 at 7:00 PM  
Garden Farms Bible Chapel Meeting Hall  
17025 Walnut Avenue, Atascadero, CA 93422

**Board Members Present:** Chair Charron Sparks, Jay Jamison, John Billings and John Pinson

**Board Members Absent:** Cory Pereira

**Employees Present:** Marcia Joyce, General Manager, Mary Anne Stephens, District Secretary

**Members of the Public Present:** None

**Meeting Called to Order**

- Chair Charron Sparks called the regular meeting of the Garden Farms Community Water District to order at 7:05 PM.

**Public Comment**

- No Public Comment.

**Consideration of September 12, 2018 Minutes**

- *A motion was made to approve the minutes as written. John Pinson/John Billings/All in favor.*

**Consideration of October 3, 2018 Minutes**

- *Approval of the minutes was postponed due to insufficient board members.*

**Communications**

- Marcia informed the board that Carly Souza qualifies for a leak policy credit in the amount of \$190.42.
- *A motion was made to grant Carly Souza a leak policy credit in the amount of \$190.42. Jay Jamison/John Billings/All in favor.*
- Joe Patterson's property had multiple hose bib leaks and he is requesting a leak policy credit. Marcia feels that this is related to property maintenance and questioned if he qualifies for a credit. The board agreed and asked Marcia to inform him that he does not qualify for a leak policy credit.
- Marcia informed the board that after completing the Electronic Annual Report (EAR), the district was identified by the state as having lead service lines and is requiring that all service lines containing lead be inventoried. A service line is defined as "the pipe main tube to an individual water meter or service connection." Marcia stated that the problem is with lead used in solder and John Pinson informed the board that copper pipe which is older than 15 years may have solder which contains lead. Charron noted that most service lines in the district are at least 15 years old and stated that it would be difficult to determine which have

lead solder. Marcia is going to give Charron agency contact information and she will do further research and follow-up and report back to the board.

### **Financial Report and Consideration of Recent Expenses**

- Marcia followed up with Ken Filipponi regarding the annual financial audit and he informed her that the audit should be ready to present to the board at the November meeting. Charron stated that financial information will not be available until the auditor completes his report.

### **General Manager's Report/Safety/System Maintenance**

- Marcia received the results from ten water samples which were tested for copper and lead. The district passed within the allowed percentage with one fail for lead and the other for copper. The lead fail was at the Lewis property located at 16850 Walnut and they requested a second test using a sample taken from their kitchen faucet. The results from that test are pending. The copper fail was at the Hedges property located at 17004 Chestnut. They did not request any further testing.
- Marcia reported that the backwash at well one is being run manually because it will not run automatically. Dan suggested contacting ATEC to determine why it is not working properly and after completing diagnostic tests, the technician determined that the problem may be caused by defective parts. He suggested replacing the control transformer or the panel. The control transformer costs \$60.00 and the panel costs approximately \$2,000.00. The \$60.00 part will be replaced first but it will have to be installed by an electrician.
- The new chart analyzer has not been installed. Marcia informed the board that she will be contacting Electricraft to make arrangements for installation.
- System chlorine levels continue to fluctuate and are currently low. Marcia consulted with Dan and he feels that the cause may be an unusual water flow at well three. If the problem persists, he recommends that the gate valves at Walnut and Poplar Streets be closed.
- Marcia reported that the valve which is located near the filters at well one is malfunctioning. The backwash window needs to be cleaned but the valve must be fixed before the window can be cleaned. Anthony feels that the valve may be clogged with a buildup of deposits and will be working on repairing it.
- The district secretary is working on procedure manual draft revisions and will email the revisions to board members when completed.

### **Old Business**

- **Well Log Report.** Marcia reported that static levels are maintaining and no water balance is available due to Tracey being on vacation.

### **New Business**

- Marcia reminded the board that Joe Patterson has not completed the district map. He was attempting to locate fence lines with a GPS instrument because they were not lining up with parcel lines. The board feels that the purpose of the map is to locate hydrants, valves and meters and not locate fence lines. John Pinson suggested using a county parcel map and drawing in the locations of valves, meters and hydrants. The current map is difficult to read and does not clearly show the location of roads. The board asked Marcia relay to Mr. Patterson that they are less than satisfied with the product and want the map corrected and made user friendly.

**Action Item Review**

- Marcia will inform Joe Patterson that he does not qualify for a leak policy credit.
- Marcia will forward the lead information to Charron.
- Marcia will talk to Joe Patterson about the district map.
- Charron will contact the county about locating lead service lines.

**Adjournment**

- *A motion was made to adjourn the regular meeting at 7:58 PM. Jay Jamison/John Billings/All in favor.*

Submitted by,

*Mary Anne Stephens*

Mary Anne Stephens  
District Secretary

Approved: 11/28/2018