

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

**MINUTES OF THE MONTHLY MEETING**  
**Board of Directors**

Tuesday September 10, 2019 at 7:00 p.m.  
Garden Farms Bible Chapel Meeting Hall  
17025 Walnut Avenue, Atascadero, CA 93422

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

**Board Members Absent:** John Billings

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

**Members of the Public Present:** Jake Sotomayor

**Meeting Called to Order**

- Charron Sparks called the regular meeting of the Garden Farms Community Water District to order at 7:00 p.m.

**Public Comment**

- No Public Comment.

**Consideration of August 13, 2019 Minutes**

- *A motion was made to approve the minutes as written. John Pinson/Jay Jamison/All in Favor.*

**Communications**

- Marcia gave the board members an update on her search to find a maintenance technician to replace Anthony. She said that she had previously received a resume from Jake Sotomayor which was in response to an ad she placed on Craigslist. Marcia interviewed Jake and suggested that he attend the meeting to meet board members and answer any questions that they might have about his qualifications. Jake informed the board that he does not have experience working with water treatment systems but that he is interested in learning, and, if hired, would obtain the necessary certifications. The board asked Marcia to continue interviewing applicants but set a deadline of September 18, 2019. If there are no other applicants at that time, the board asked Marcia to hire Jake.
- *A motion was made that if no other candidates apply for the job by Wednesday, September 18, 2019, the district will offer the job to Jake Sotomayor. John Pinson/Cory Pereira/All in favor.*

**Financial Report and Consideration of Recent Expenses**

- Charron reported that expenses were routine and that the financial reports remain preliminary until after the audit is completed.

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

- Marcia informed the board that well two is back online. A new chlorine pump was installed but during installation, it was discovered that a new runtime meter was needed. Marcia adjusted the chlorine levels and will be ordering a new meter. The well passed the bacteria test using water taken from the system water.
- Marcia contacted several arborists about removing the tree at well two. She was informed that it is an extremely invasive variety of tree named Ailanthus and it has grown into the fence and the electrical line. Neuman and Sons advised Marcia that the tree should be cut down to where the fence has grown into it and poisoned. A&T advised that the tree would have to be poisoned but not cut down because it would make the roots grow out. When Steve Victor looked at the tree he said that the electrical lines should be rewired because the roots are wrapped around the conduit. Charron feels that the best way to proceed is to authorize Cory to get rid of the tree since this is her area of expertise. The district secretary offered to ask her husband Craig, to look at the wiring at the well to determine if it needs to be replaced.
- ***A motion was made to authorize Cory to get rid of the tree at well number two at a cost not to exceed \$3,000.00. Jay Jamison/John Pinson/All in favor.***
- Marcia informed the board that there were two breaks in service lines. One of the breaks was located near the Kretchmer apartments and the other is at Tom McNeal's rentals on Walnut Street. Both lines run under the street. Parts were ordered for one of the repairs and it has been completed. The other repair is scheduled and will require that water to customers be shut off. This repair will be completed using parts which the district already has on hand.
- Carlotta Clymer notified Marcia that there was air in her service lines again. Marcia retested well three and found that it had a static level of 27 feet, before the pump was turned on. Twenty minutes later, it was pumping air. Marcia said that the pump should not be pumping air because the bottom of the pump is located beneath the water line. Charron stated that there have been similar problems with this well in the past and feels that it may be clogged with sand. Marcia consulted with Dan and he said that the screens may be clogged and suggested hiring Fisher Pump to video the well and determine the problem.
- ***A motion was made to call Fisher Pump out to pull the pump out of well three and inspect the casing to see if they can determine where the problem lies and take the appropriate action not to exceed an amount of \$5,000.00. John Pinson/Jay Jamison/All in favor.***
- The valve and mainline which goes through the Souza property has been located. Marcia informed the board that Mr. Souza plans to build a fence and therefore needed to know where the valve and mainline are located.
- Marcia was not able to locate a service agreement for Dennis Derickson and therefore has not given him a formal written notice regarding his excessive water use. Marcia is going to ask him to sign a service agreement and remind him that the policy for out of district customers is that they are allowed to use only a minimal amount of water for irrigation purposes.
- Steve Victor asked Marcia to inform the board that an encroachment permit is needed for roadside digging. Marcia called the county and was told that the cost of an annual encroachment permit is \$1,750.00. Because the board feels that this amount is excessive, Charron offered to contact the county and ask if the district can get incident permits instead of an annual encroachment permit.

### Old Business

- **Well Log Report.** Marcia reported that the information on the well log report was not reliable and therefore no further comments or decisions were made about the well log report.
- **T-Mobile Cell Site Expansion.** T-Mobile has not had any new contact with the district about the cell site expansion.
- **Potential PG&E Planned Power Outage.** Cory contacted All Tech about the cost of a new generator. She was advised that the district should consider having a line of natural gas installed or to use propane to power the generator instead of diesel fuel. All Tech gave the district a bid for purchasing and installing a new generator in the amount of \$18,547.99. The board asked Cory to do research about the cost of installing a natural gas line and get additional bids for generators. The district secretary offered to ask her husband to get more information as well.

### New Business

- **Main Line Replacement.** Marcia is still researching grants to assist with the cost of the mainline replacement. She will be attending a class given by California Rural Water titled Infrastructure Planning and Funding. The board noted that there have not been many problems associated with the mainline but that most of the problems are with breaks in the service lines. Therefore, the board feels that it may be in the best interest of and more cost effective for the district to explore the possibility of replacing service lines instead of the mainline. They asked Marcia to make inquiries at meeting regarding the two options and also asked her to get information about possibly hiring a consultant.

### Action Item Review

- Cory will get more information about the bid for a new generator.
- Cory will work on having the tree at well two removed.
- John Pinson will get information about a new generator.
- The district secretary will get information about a new generator.
- Marcia will attend the Infrastructure Planning and Funding class.
- Marcia will follow up with Nick regarding another potential maintenance technician applicant.
- Marcia will contact Tracey about possibly having the annual financial audit presentation at the October board meeting.
- Marcia will contact Dennis Derickson about signing a service agreement.
- Marcia will contact Fisher Pump about videoing and repairing well three.

### Adjournment

- *A motion was made to adjourn the regular meeting at 8:00 p.m. Jay Jamison/John Pinson/All in favor.*

Submitted by,

*Mary Anne Stephens*

Mary Anne Stephens  
District Secretary

Approved: 10/09/2019