

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

MINUTES OF THE MONTHLY MEETING
Board of Directors

Wednesday October 9, 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: General Manager Marcia Joyce, Secretary Mary Anne Stephens and Bookkeeper Tracey Finegan, Kenneth Filipponi, C.P.A.

Members of the Public Present: None

Meeting Called to Order

- Charron Sparks called the regular meeting of the Garden Farms Community Water District to order at 7:04 p.m.

Public Comment

- No Public Comment.

Consideration of September 10, 2019 Minutes

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

Communications

- Marcia informed the board that Tom Ghiglia qualifies for a leak policy credit in the amount of \$143.87. He had a break in the pipe at the rear of his property and when he discovered the leak he turned off the water until it could be repaired.
- P.J. and Kirk Robertson also qualify for a leak policy credit in the amount of \$142.26. When reading meters, Marcia discovered that they had a high amount of water usage because their automated drip system was leaking. She contacted them in Montana and informed them about the leak and they asked Marcia to turn off their water until they can locate and repair it.
- *A motion was made to approve both the \$143.87 and \$142.26 leak policy credits. John Pinson/Cory Pereira/All in favor.*
- Marcia reported that John Neil provided the district with the latest updates regarding the Groundwater Sustainability Agencies (GSA).

Financial Report and Consideration of Recent Expenses

- Kenneth Filipponi presented the findings of the annual financial audit and informed the board that there were no reportable conditions or material deficiencies. He reported that the district had an increase in cash reserves and recommended that a portion of the funds in current

accounts be transferred into new accounts at a different bank because of FDIC limits. He also noted that the district has several outstanding disbursements and suggested contacting the vendors and clearing the items from the records.

- Tracey reported that expenses were routine except for the purchase of parts and hiring a contractor. Marcia explained that the parts which were purchased were new meters and chlorine pumps and the contractor was hired to repair breaks in water lines.

General Manager's Report/Safety/System Maintenance

- Potable Divers cleaned and inspected the water tank and provided a video and report with their findings. The diver located several areas of rust and pitting in the tank and recommended that the tank be drained and sandblasted but Marcia does not feel that this is a viable option and suggested sending the video and report to Crosno Construction for their evaluation. The board agreed that this is the most prudent way to proceed and asked Marcia to send the information to Crosno Construction.
- Fisher Pump pulled the pump at well three and videoed the well. The down pipe and the pump were coated black with manganese and it was determined that the cause of the problem is that the screen is clogged. Scott Fisher recommended an acid wash scrub down of the pump and provided an estimate in the amount of \$7,573.00 to clean, acid wash and reinstall the pump. The board asked Marcia to get at least one additional estimate to insure that Fisher Pump's estimate is reasonable.
- *A motion was made to pay Fisher Pump \$7,573.00 to clean, acid wash and reinstall the pump at well three. John Pinson/Jay Jamison/All in favor.*
- The district hired Sam Rollins for the maintenance technician position. He has completed his first set of weekly rounds and also assisted Marcia in reading meters.
- Dennis Derickson filled out a service agreement. He has assured Marcia that his irrigation is connected to his well and Marcia informed the board that the meter reading which was recently taken verified that his water usage is low.
- The system telemetry is working again. Craig Stephens replaced the 5 amp fuse with a 10 amp fuse, tightened connections and the battery is now charging.

Old Business

- **Well Log Report.** Marcia informed the board that well levels were normal and that there was nothing significant to report.
- **T-Mobil Cell Site Expansion.** Marcia has not received any further communication for T-Mobil regarding the cell site expansion and suggested that the matter be removed from the agenda.
- **Encroachment Permit.** Charron made several phone calls to the county but has not received any return calls regarding the encroachment permit.
- **Well Two Tree Removal.** Cory informed the board that the tree stump at well two has been sprayed with poison but that it can take several months before it completely dies and suggested postponing any major work on the well. Marcia reminded the board that the work cannot be postponed for very long because the well cannot pass the bacteria test because of the broken casing. The board feels that it would be prudent to wait six months, monitor the tree's regrowth and reassess the repair. In the interim, they would like to have a temporary conduit run and also repair the broken conduit which is exposing wiring.

- *A motion was made to have Craig Stephens put a repair on the conduit and make it watertight again and put a temporary conduit in place. John Pinson/Cory Pereira/All in favor.*
- **Main Line Replacement.** Marcia attended The Grant Funding and Infrastructure Planning class and made contact with an engineering firm which helps small districts plan their water systems. She also made contact with a representative from USDA and he informed Marcia that he can help the district look for grants to help with funding the main line replacement. The board asked Marcia to follow up with USDA and the engineering firm. They also requested that Marcia locate a map of the district system and get an estimate for the main line replacement.
- **PG&E Planned Power Outage.** In preparation for a potential planned power outage the board continued discussing purchasing a generator. Alltech Generators has recommended that the generator be operated by natural gas and not propane. The board asked Marcia to contact Southern California Gas Company and get the cost of getting gas service for the generator.

Action Item Review

- Marcia will follow up with the USDA grant specialist.
- Marcia will contact Southern California Gas Company and get the cost to get service for a generator.
- Marcia will get an additional bid to acid wash and reinstall the pump at well three.
- Marcia will send the report and video which Potable Divers provided after inspecting well three to Crosno Construction for their evaluation.
- Cory will monitor the tree regrowth at well three.
- Cory will provide information about the PG&E Public Meetings.
- The District Secretary will add the annual employee review to the next agenda.
- Charron will email district employees for their input regarding the annual employee review.

Adjournment

A motion was made to adjourn the regular meeting at 8:17 p.m. John Pinson/Cory Pereira/All in favor.

Submitted by,

Mary Anne Stephens

Mary Anne Stephens
District Secretary

Approved: 11/13/2019