

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

MINUTES OF THE MONTHLY MEETING

Board of Directors

Wednesday November 13, 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 Billings

Board Members Absent: John Pinson

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

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 7:06 p.m.

Public Comment

- No Public Comment.

Consideration of September 23, 2019 Special Meeting Minutes

- *A motion was made to approve the minutes of the special meeting. Jay Jamison/John Billings/All in favor.*

Consideration of October 9, 2019 Minutes

- *A motion was made to approve the minutes as written. Jay Jamison/Cory Pereira/All in favor. Abstention/John Billings.*

Communications

- Marcia was informed by AT&T that they will be exchanging nine of their old antennae with new antennae and will also be removing three radios and adding nine.

Financial Report and Consideration of Recent Expenses

- The board reviewed reconciliation details provided by Tracey, district bookkeeper, regarding several uncashed checks written in 2015 and 2016. The checks were written to Electricraft, Inc., for the amount of \$475.27, Verizon Wireless for the amount of \$23.57, Road Scouts for the amount of \$510.00, and Abalone Coast Analytic for the amount of \$20.00. Tracey is requesting that the board authorize her to void the checks out.
- *A motion was made to void the checks out that have not been cashed. Cory Pereira/John Billings/All in favor.*
- Two CD's which are at Pacific Premier Bank will be maturing on December 10, 2019 and January 12, 2020. The board discussed the maturing CD's and feel that the best way to proceed is to deposit the funds into CD accounts at banks which offer the highest interest

rate. They requested that Marcia inform Tracey that they would like her to shop for the best rates and place the funds from the CD which will mature in December into an account and they will discuss the CD which will mature in January at the January meeting.

- *A motion was made to allow Tracey to shop for the best rate and move the money at the best rate. Cory Pereira/John Billings/All in favor.*
- The district paid payroll taxes, accounting fees and grounds maintenance. All other expenses were routine.

General Manager's Report/Safety/System Maintenance

- Fisher Pump videoed well three and determined that the screens were clogged. They scrubbed the well and cleaned the pump. When Marcia was able to get a zero chlorine reading from the well she tested a water sample for bacteria but the sample failed the test. She has re-chlorinated the well and after letting it sit for a few days, will test another water sample.
- Marica informed the board that the new maintenance technician, Sam Rollins has been doing a good job performing various duties. When the next meter reading is taken, Sam and Marcia will be assessing which meters need to be changed out.
- Marcia got some unusual readings when she was sounding well two and feels that the sounder may be getting caught on something and not giving an accurate reading. She will go back to the well and try to determine what is causing the unusual reading.
- The customers residing near the water tank have asked Marcia to provide a written statement from the district stating that should the pine tree leaning over their driveway fall, the district will assume all responsibility. The board asked Marcia to inform the customers that the district will not be providing a written statement because they feel that this is not a reasonable expectation.

Old Business

- **Well Log Report.** Marcia informed the board that other than the reading at well two, there was nothing unusual to report.
- **Well Two Tree Removal.** Cory informed the board that the tree at well two was cut and treated with poison. She will continue to monitor the progress and report back to the board.
- **Main Line Replacement.** Marcia will be meeting with the USDA Program Specialist to discuss grants and funding for the main line replacement. In the interim, the board asked Marcia to contact Dechance Construction and request an updated bid because they feel this would be helpful information to provide to the specialist.
- **Potential Planned PG&E Power Outage.** In preparation for a potential planned power outage the board continued discussing installing a generator. Marcia informed the board that she will be contacting Southern California Gas Company to discuss the cost of installing gas service to operate the generator.

Action Item Review

- Marcia will ask Tracey to shop for the best CD rates.
- Marcia will contact Southern California Gas Company about the cost of installing gas to operate a generator.
- Marcia will contact Dechance Construction and request an updated bid for the main line replacement.

Adjournment to Closed Session for Annual Employee Review

A motion was made to adjourn the regular meeting at 7:36 p.m. John Pinson/Cory Pereira/All in favor.

Submitted by,

Mary Anne Stephens

Mary Anne Stephens
District Secretary

Approved: 02/12/2020