

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

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

Wednesday September 9, 2020 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, John Billings and John Pinson

**Board Members Absent:** None

**Employees Present:** 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 7:04 p.m.

**Public Comment**

- None.

**Consideration of Meeting Minutes August 13, 2020**

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

**Communications**

- Charron informed the board that she made two follow-up phone calls to FRM (Fluid Resource Management) regarding their maintenance contract proposal but has not received a response. She will make another follow-up call to FRM.
- Charron informed the board that Maggie Bereda is requesting a leak policy credit. The leak has been repaired and she qualifies for the credit.
- *A motion was made to allow Maggie Bereda a leak policy credit. John Pinson/Jay Jamison/All in favor.*
- Marcia emailed a letter to Dona Wilson informing her that the board is considering billing her for multiple dwellings.
- Marcia has written a rebuttal letter to Paul Torba. The board wants Marcia to know that they support her decision but want to keep the District out of it. Should she decide to send the letter, it needs to be from her personally, not even copied to the board.

**Financial Report and Consideration of Recent Expenses**

- Charron reported that Kenneth Filippini is preparing the annual financial audit and no financial reports were available.

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

- Marcia reported that a backwash valve was turned off at well three. As a result, the backwash pushed out of the top of the pods, back into the chlorine tank, and into the system where it flushed out the media. Todd Waelty removed the pods, cleaned them out, and reinstalled them. Marcia recommends that the District purchase 15 -20 bags of media to replace what was lost. Each bag weighs 75 pounds and can either be shipped by truck or will called. The board opted to have the media shipped to the District.
- *A motion was made to allow Marcia to purchase the media to replace the missing media in the pods at well one and well three. John Pinson/Cory Pereira/All in favor.*
- Todd Waelty informed Marcia that he will be taking over maintenance duties from his assistant Hunter. Mr. Waelty is also requesting that the District pay his company \$1,300.00 for additional worked performed.
- *A motion was made to pay Waelty Water Service for their services in an amount not to exceed \$1,300.00. John Pinson/John Billings/All in favor.*
- Charron informed the board that there is a significant leak at well two. After reviewing photographs of the leak, John Pinson said that it appears that the union on the spigot is rusted and the cost to repair it would probably be under \$50.00. He offered to inspect the leak at the well and make repairs, if possible.
- Marcia has not contacted a contractor to dig an exploratory pothole on Walnut Avenue.
- Marcia reported that Towerpoint, a cell tower acquisitions company contacted her regarding the District selling the cell site contract. The board declined the offer.
- Marcia reported that funds are available from SDRMA (Special District Risk Management Authority) for loss prevention.

### **New Business**

**1. T-Mobile Proposed Contract.** Charron reported that no action has been taken.

**2. Water Tank Repairs.** Charron will re-email the water tank report to the board members for review and the matter will be discussed at the next meeting.

#### **3. Procedure Manual Review.**

(A) The board reviewed the Procedure Manual regarding Divided Property. Item Number 3, Divided Property and Service Connections, states "Service connections shall not be used to supply adjoining property under different ownership." Item Number 4, states, "Each service connection shall be considered as belonging to the lot or parcel of land which it directly enters." Charron advised the board that Item Number 3 and Item Number 4 are in juxtaposition. And, she feels that ownership should not determine if a meter can serve an adjacent property. Cory and John Billings feel that an owner should be able to use the their meter to serve their adjacent property unless, the property has a habitable dwelling. In that case, it will be deemed to be a multiple dwelling.

- *A motion was made to change the Procedure Manual section under Service Connections, Item Number 3, "Service connections shall not be used to supply habitable dwellings on adjoining properties." Jay Jamison/John Billings/All in favor.*

(B) At the August meeting, Paul Torba asked for clarification regarding multiple dwellings and also informed the board that the unit on his property is not currently rented. The board reviewed the Procedure Manual regarding multiple dwellings. Item Number 2, Multiple Residence, states,

“A separate base rate service fee will be charged each dwelling on the property with more than one inhabited dwelling.” The board concluded that if a unit is habitable, it will be charged a separate base rate fee. Charron will send Paul Torba a letter informing him that the board has reviewed the Procedure Manual and reconsidered their decision to change his billing status. Their original decision was correct and his billing will revert to multiple dwellings.

- *A motion was made to change the wording in the Procedure Manual in the section Service Connections, Item Number 2, Multiple Residence, replace inhabited dwelling with habitable dwelling. John Pinson/John Billings/All in favor*

### **Old Business**

- **Well Log Report.** There was nothing unusual to report.
- **Main Line Replacement.** Marcia is continuing to research grants and funding for the mainline replacement.
- **Back-up Generator at Well One.** Charron informed the board that the contract to purchase a back-up generator has been signed and will be delivered by Cory to Alltech Services. John Pinson has made arrangements for the district to purchase a propane tank to operate the generator. He requested that Marcia contact Delta Liquid Energy and make arrangements to have the it installed after the generator has been installed.

### **Action Item Review**

- Charron will re-email the water tank report to board members.
- Board members will review the water tank report.
- The district secretary will email draft Procedure Manual revisions to Charron.
- Charron will work on Procedure Manual revisions.
- Charron will write a letter to Paul Torba regarding multiple dwelling billing.
- John Pinson will check the leak at well two.
- Cory will give the signed purchase contract to Alltech Services.
- Marcia will contact Delta Liquid Energy after the generator has been installed.
- Marcia will make arrangements with Tracey to give Maggie Bereda a leak policy credit.
- Charron will contact FRM.

### **Adjournment**

- *A motion was made to adjourn the regular meeting at 8:25 p.m. John Pinson/John Billings/All in favor.*

Submitted by,

*Mary Anne Stephens*

Mary Anne Stephens  
District Secretary

Approved: 10/14/2020