



## YOSEMITE SPRING PARK UTILITY CO MEETING MINUTES

Meeting Type: Open Meeting

Date: May 3, 2024

Time: 1:00 PM

Location: YSPUC Building, 30950 Corral Drive, Suite B

### 1. CALL TO ORDER and ESTABLISHMENT OF QUORUM

**President:** Cheryl Bluhm - present

**Director:** William Neveu - present

**Vice President:** Kathy Miller -  
present

**Director:** Preston McGill - present

**Secretary:** Pam McDaniel - **Absent**

**Director:** Eric Jensen - present

**Additional Attendees:** Ken Harrington, Jason Teeter (JT) and Debbie Bradberry

**Director:** Joel Greathouse - present

### 2. PRESIDENT COMMENTS:

- Director Bluhm discussed making changes at the new water building. Moving water company billing off the Zoho platform back to RVS for utility customer billing software system.
- We are now on Team/Outlook for all staff for email and document housing.
- Working on converting Zoho documents and uploading to the new water company designated server. All corporate records are to be scanned in to be updated to the new server.

**BOARD MEMBER COMMENT:** Director Jensen has contacted Fresno State interns to help with the leak detection team. He will follow up.

**3. MEETING MINUTES:** December 5, 2023, January 9, 2024 and February 6, 2024, not available

### 4. TREASURER REPORT/FINANCIAL REPORT:

- No Treasurer – Tabled. Motion to be made regarding new treasurer.
- A proposed budget meeting needs to be scheduled.
- PRP and Infrastructure bank accounts are not labeled as such at Mechanics Bank.

**5. OM REPORT:** See attached

### 6. Old Business:

#### 6.1 PRP Update:

- Ken Harrington to notify board of who the state contact is for approving the tie in at Crystal Cave.

- Ken Harrington will work with YLOA to ensure road is repaved as soon as the State signs off on completed Crystal Cave work.

## 7. New Business:

### 7.1 Facilities Update:

- Unity IT is working at the YSPUC offices.
- ADA quote has been prepared for the parking lot at the YSPUC building.

**7.2 Vehicle Purchase:** Board agreed to extend meter reader vehicle search to other areas.

### 7.3 Dump Truck Sales/Purchases:

- Previous dump truck will be going up for auction on May 16<sup>th</sup>, 2023. The same dump truck auctioned by YLOA went for \$13,500.
- YSPUC will need a new dump truck, Ford 550 for \$70,000.00, which includes a dump bed.

### 7.4 RVS Update:

- See President Comments above
- Some ACH withdrawals have been delayed, but this issue is being resolved with PayStar, RVS and Mechanics Bank.

### 7.5 Operational Motion:

- **MOTION:** Director McGill moves to adopt: Operational Protocol and Decision Making at Yosemite Spring Park Utility Company (YSPUC). Require that YSPUC employees who distribute or treat water receive all appropriate certifications required by the State Water Resources Board. The employees have a 90-day grace period to obtain those certifications. The motion will be effective immediately upon approval. New employees have 1 year to get certified in at least one certification category (testing or distribution). All employees – previously certified have 90 days to correct/update. Motion amended for clarification.
- **Motion:** Director Neveu moves to adopt Operational Protocol to cite Title 23.
  - Seconded by Director Jensen.
  - **AYE:** Directors Bluhm, McGill, Neveu, Jensen, Greathouse **NAY:** Director Miller
  - **Motion passes 5 to 1.**

Director Miller wanted her vote noted that her No is because she felt that we were choosing that an employee with only 1 certificate and not the other, cannot use either.

### 7.6 Contractor – Solar:

- Director McGill discussed that we must have solar contractors interviewed and set times with vendors. We have two and need at least one more.

### 7.7 Salaries/Employee Retention:

- Fully staffed at this time, but the need for additional staff will be evaluated.
- Ruth Evans is working on pay ranges for job positions.

#### 7.8 Land Use YLOA/YSPUC:

- A Land Use YLOA/YSPUC document is presented. No action taken.

#### 8. YSPUC ENGINEERING COMMITTEE:

- A lot of tanks are coming up for rehabilitation. The YSPUC Engineering Committee will put together a list of tanks.
- The main supply line needs replacement. One idea was, move the tennis courts to the rec center. Options to do water work to put fire suppression, then make for more parking at the clubhouse parking lot. 12” line to go in. Ken would like this hired out to an outside consultant.

**9. WATER CUSTOMER NOTIFICATION:** YSPUC follows Section 14305, California Corp Code: Mutual Water Company Open Meeting Act. <https://casetext.com/statute/california-codes/california-corporations-code/title-1-corporations/division-3-corporations-for-specific-purposes/part-7-general-provisions-applicable-to-certain-corporations/chapter-1-water-companies/section-14305-mutual-water-company-open-meeting-act>

Please note: **(A)** A board of directors of a mutual water company shall allow an eligible person to personally attend a meeting of the board, if the eligible person gave the board at least 24 hours advance written notice of his or her intent to personally attend the meeting.

#### 10. DIRECTORS’ COMMENTS:

- **MOTION:** Director Jensen moves to use Fresno State Water College interns to help with meter water consulting.
- Unknown Seconds
- Motion passed 5 to 1 (no record of votes). **MOTION PASSES.**

#### 11. ADJOURNMENT OF MEETING TO EXECUTIVE SESSION: 4:00 PM

#### SECRETARY CERTIFICATE

THESE MINUTES HAVE BEEN APPROVED BY THE YSPUC BOARD OF DIRECTORS ELECTED FOR THE 2024-2025 TERM, ALTHOUGH THE MEETING WAS HELD BY THE YSPUC BOARD OF DIRECTORS ELECTED FOR THE PREVIOUS TERM. MEETING NOTES HAVE BEEN PROVIDED BY DEBBIE BRADBERRY, YSPUC CUSTOMER SERVICE REPRESENTATIVE.

 Recoverable Signature

X 

Judy Quinn, Secretary 2024-2025 YSPUC Board of ...

Signed by: 223fcf84-583c-4d93-bd00-4638176e05fa

SIGNED October 15, 2024