



YOSEMITE SPRING PARK UTILITY CO

MEETING MINUTES

Meeting Type: Regular

Date: September 17, 2024

Time: 6 PM

1) CALL TO ORDER – 6:01 PM

2) ROLL CALL AND ESTABLISHMENT OF A QUORUM

- President – Steve Brannon - present
 - Vice President – William Neveu - absent
 - Secretary – Judy Quinn - present
 - Treasurer – Dennis Britt - present
 - Director – Cheryl Bluhm - present
 - Director – Rick Mang - present
 - Director – Ken Sartain - present
- Additional Attendee: Jason Teeter (JT), YSPUC Chief Operator

3) APPROVAL OF MINUTES

- **MOTION:** Director Moves to approve minutes of August 20,2024
- Director Britt seconds, All Approve, **MOTION PASSES.**

4) PUBLIC FORUM

- This time is made available for comments from the public on matters within the YSPUC Board’s jurisdiction. Each speaker will be limited to three (3) minutes. Please state your name and lot number – a maximum of 15 minutes total.
 - i. Homeowner keeps hearing we haven’t had a water rate increase for a long time. Want everyone to understand that this is dependent on financials, and we haven’t had financial for years. Infrastructure for wells – YLOA assessments should not be increased 20% to cover improvements to wells. It shouldn’t come from dues, as this is a double assessment. Don’t add modernization projects that will cost a lot of money. SCADA expense was \$175,000 5 years ago, but still not completed. YSPUC building was purchased – still not complete. If you cry wolf about wells not being in good condition that should be a priority. Don’t do modernization until wells are rebuilt – don’t count on 20% increase every year.
 - ii. Homeowner has a unique situation on Crystal Cave – before the company does the tie in homeowner needs to talk about where the old meter is set. Homeowner was advised to speak with Jason Teeter (JT), Chief Operator.

5) PRESIDENT COMMENT – tonight is an informational meeting to catch everyone up on what we’ve been up to. We’ll make comments about projects that are being worked on.

6) TREASURER REPORT - Reporting on statements for period ending August 31.

- Income is flat due to no general rate increase for past 20 years.
- Normalized for Verizon leases, we are at a \$80K net loss for first 8 months.
- Cash in bank is relatively stable at \$3.1 million.
- YSPUC is operating on a negative operating revenue basis.
- Treasurer recommends the board consider a general rate increase.
- Growing past due on receivables - \$450K past due receivables, \$200K are 30 days or more past due. Will work with attorney to implement payment programs and water shutoff policy.
- Working with Felecia Vernon-Chancey to renew her contract.
- Moore Grider continues to work on 2022 and 2023 financial reviews. Hope to have draft financials to review by next open board meeting.
- Need to discuss payables between YSPUC and YLOA (PRP and admin expenses)
- Director Bluhm requests bank statements from both Mechanics and Premier Bank, as well as monthly reports. Director Britt recommended these types of requests be discussed as a board.

7) OPERATION MANAGER REPORT – see attached report

8) OLD BUSINESS

- Repairs to Well No.s 31 and 45 – see OM report
- Funding to pull the pump and motor at Well No. 36 and to video the well shaft – see OM report
- Authorization to repair the pipe threading machine – JT is working with supplier to replace or fix
- Site improvements to Well No. 48 – see OM report
- Status of the completion of the Crystal Cave Pipeline Replacement project.
 - i. Was scheduled to start 2 weeks ago, but when Well 31 went out of business there was concern about water levels so decided to delay.
 - ii. Contractor will start moving in equipment tomorrow and it should take 2 to 3 weeks.
 - iii. Notices sent to homeowners.
 - iv. JT will inspect to make sure installation complies with our standards.
- Status of required State of California water reports – CCR, EAR, Lead Service Line Report
 - i. Commend JT and the staff for getting this caught up so state is happy with where we are. Not requiring us to go back – they want to see us going forward.
 - ii. FAIR committee will propose a solution for ensuring the board has adequate governance of reporting processes going forward.
- 2023 CPUC Annual Report
 - i. Almost complete, but we need Moore Grider to complete their audit first.
 - ii. JT has completed operational info; Felecia has completed financial info – just waiting to confirm financial numbers haven't changed.

- Monthly Drought Report – hired West Side Water to do reporting from now on.
- Meter shut off policy for unpaid water bills – waiting for new Legal contract.
- Contract with Provost and Pritchard for grant assistance –
 - i. board approved the contract. Director Bluhm requests a copy of the contract, which was sent on 9/18/24.
 - ii. Hope to get feedback in 2 to 3 months
- Attorney RFP – deadline for responses is end of September.

9) NEW BUSINESS

- Motion to approve YSPUC Engineering Committee members
 - i. **MOTION:** Director Brannon moves the following people be appointed to committee: Jim Gulley, Brian Murphy, Doug Dorsey, Ron Sylvester, Sonny Jones. Judy Quinn will be non-voting Secretary. Director Brannon will not be part of the committee.
 - ii. Director Mang seconds. All approve (7-0). **MOTION CARRIES.**
- Motion to approve YSPUC FAIR Committee members
 - i. **MOTION:** Director Britt moves the following people be appointed to the committee: Sandy Eigenman, Larry Mackey, Dena Polyranukus.
 - ii. Director Mang seconds. All approve (7-0). **MOTION CARRIES.**

10) EXECUTIVE SESSION REPORT

- August 27 and September 10, 2024 – contracts, personnel and litigation.

11) DIRECTOR COMMENTS

- Director Bluhm stated we need to be sure business activities are occurring. A lot of reporting was inadequately being done over many years. It should serve as a reminder to all of us as directors we have responsibilities for investigating. Don't blindly trust. If there is something you want to know you should ask.

12) UPCOMING MEETING

- October 15, 2024 – 10AM– YSPUC Open Board Meeting

13) ADJOURNMENT – 7:15 PM

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true copy of the minutes of the Open Meeting approved by the YSPUC Board of Directors.

 Recoverable Signature

X 

Judy Quinn, YSPUC Secretary

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

October 15, 2024, 3:31PM

YSPUC OPERATIONS MANAGER REPORT – JASON TEETER

AUGUST 2024

TANKS:

Tank 1- Normal Operating Level

Tank 2- Normal Operating Levels- using 2A occasionally

Tank 3- Normal Operating Levels

Tank 4- Normal Operating Levels- Using Longhollow Bypass

WELLS/PRODUCTION:

1E- Operating normally- 4,691,600 gals vs 1,497,500 in August of '23

31A- Operating normally partial month- 886,400 gals vs 2,242,600 in August of '23

35A- Operating normally as needed- 2,297,925 gals vs 0 in August of '23

37A- Operating normally- 2,380,900 gals vs 2,488,100 in August of '23

39A- Operating normally- 384,100 gals vs 0 in August of '23

40A- Operating normally- 3,791,300 gals vs 4,019,700 in August of '23

42A- Operating normally- 5,423,800 gals vs 4,646,400 in August of '23

45A- Operating normally- 2,201,200 gals vs 3,857,900 in August of '23

46A- Operating normally as needed- 3,344,200 gals vs 1,225,500 in August of '23

47A- Operating normally- 2,105,900 gals vs 3,046,300 in August of '23

Total Production: 27,507,325 gallons vs 23,024,000 in August of '23

BOOSTERS:

Lower John Muir Booster- Needs Completion

Upper John Muir Booster- Needs Completion

Hydro-Pneumatic Booster- Functioning Normally

Longhollow Booster- Functioning Normally- Bypassing approximately 80-90 gpm to Tank 4.

Booster 2A- Functioning Normally- only used as needed

Booster 2D- Functioning Normally

Booster 3F- Functioning Normally

Booster 3E-1- Functioning Normally

Booster 3E- Functioning Normally

LEAKS: MAINS/SERVICES:

Total Leaks- 35 total leaks in August

Main Repairs- 2 Main repairs

Service Lines- 33 service line repairs

METERS:

No new meters installed in August

0 meter exchange

COMPLIANCE TESTING:

Testing is all up to date. No positive results of any kind at any of the wells during August. Two special samples taken due to main breaks, they were negative as well.

REPORTED SAFETY CONCERNS:

No staff reported any safety concerns

PROJECT UPDATES:

- **PRP Project-** In the final stages of completion with West Valley Construction. Parts are all pulled and palletized per tie-in location.
- **Scada** - Operating normally- Date needs to be confirmed for presentation to board.
- **VFD Installation-** nothing to report at this time.

MISCELLANEOUS UPDATES:

- **State Reporting-** YSPUC monthly reporting was completed and submitted on time. Received an email from the State saying all reports bacteriological and production was received and approved.
- **CPUC-** Received email from representative confirming our inspection in October.
- **Lead Service Line Inventory/Cross-Connection Control-** During meter reading in July inventory was taken of all homeowners service lines from the meter towards the house. This will give us the information we need to complete the report. Work continues on the cross-connection control report.
- **Well 36A-** In the next couple weeks YSPUC will have M&S Pump pull well 36A pump and have it videoed so we can get a better estimate of costs to get it back into production.
- **Well 31A-** The new pump motor and pipe was put back in the hole and went through all the necessary disinfection. Before repairs this well was putting about 60gpm into production, after repairs it is producing about 125gpm. This is a tremendous help to our system.
- **Well 45a-** This well started shutting down due to Unbalanced Power from PG&E. After many phone calls and emails PG&E came up and put a recording voltmeter in line so they could see when this was happening. In the meantime it weakened the starter inside the panel from engaging and disengaging (like a weak breaker). After replacing the starter and reprogramming the motor saver, Well 45A was put back online and is producing normally.
- **Well 48A-** We have completed the well head and Bobcat Grading has come and finished off the pad around the well as well as poured a nice concrete pad around the well head for sanitation. I'm in the process of getting a fencing company to come and give us a bid.