

BLUE LAKE SPRINGS MUTUAL WATER COMPANY

Minutes of the 5th Interim Meeting • Arnold, California

Thursday, March 14, 2024, @ 2:00pm

Via Zoom and at 1011 Blagen Road Board Room

00:00:05

CALL TO ORDER:

The meeting was called to order at 2:08pm via Zoom and in person. Directors present were: Bruce Utter, Jon Dashner, Jeff Jones, Sharon Tobias, Dan Crosby, and Bill Cover. Also in attendance were General Manager Tyler Mayo, Office Administrator Kathy Powell, Standing Committee's member Craig Lutz, Legal Counsel Andrew Ramos, and Customer Service Representative Anneliese Gill.

00:00:37

ROLE CALL:

A quorum was established.

00:01:49

PUBLIC COMMENT:

There was no public comment.

00:02:06

APPROVAL OF CONSENT CALENDAR:

MOTION

A **MOTION** was made by Director Dashner and seconded by Director Utter to approve the Consent Calendar. The **MOTION** was approved by all present via roll call.

00:03:00

COMMITTEE REPORTS:

General Managers Report:

GM Mayo reported on February's water charts and completing the State Water Resource Control Board yearly report. The Consumer Confidence Report will be completed and sent to the Shareholders in their annual mailing packet. The 2024 lead and copper testing, along with the new EPA required Lead Service Line Inventory report, will begin in April 2024. The field crew has been preparing to take Tank 6 offline for cleaning. GM also reported on Roller Excavation completing the Boro Court project slated to begin in May 2024.

00:15:32

NEW BUSINESS:

Discussion for Options to fill Vice-President Director Vacancy:

Director Tobias presented some options to the Board, which resulted in a nomination from Director Cover to appoint Director Utter as Vice-President until the June 2024 election. The nomination was seconded by Director Jones and approved by all present via roll call. A fourth candidate will be added to the ballot for a one-year term.

00:23:04

MOTION

Schedule Annual Meeting Date and Time: On a **MOTION** from Director Utter, seconded by Director Jones, the Annual Shareholder meeting will take place on Saturday, June 8, 2024, at 2pm, with the location to be determined. Date and time was approved by all present via roll call.

00:32:20

MOTION

2023 Year-end Review/ December 2023/ January 2024 Financials:

OA Powell made a request to the Board to Approve the 2023 Atherton year-end review as presented, along with the December and January financials that are current to the year-end review. The year-end review was approved on a **MOTION** from Director Dashner, seconded by Director Cover, and by all present via roll call. The December 2023 and January 2024 financials were approved upon a **MOTION** from Director Utter, seconded by Director Dashner, and by all present via roll call.

00:35:35

Correspondence:

OA Powell received direction from the Board regarding penalties and interest.

00:41:40

Report on Monthly Billing/Invoices/Receivables:

Customer Service Representative Anneliese Gill reported on billing, receivables, and aged accounts.

00:43:00

Reportable Items:

GM Mayo reported on an old item. AO Powell noted one new item.

00:44:45

MOTION

EXECUTIVE SESSION:

Director Jones made a **MOTION** to adjourn to Executive Session, seconded by Director Utter. Recording is stopped.

00:00:00

MOTION

RECONVENE TO OPEN SESSION:

Director Utter made a **MOTION** to reconvene to open session, seconded by Director Dashner. Director Tobias reported Attorney Ramos will send a letter to Shareholder regarding property.

00:00:00

ADJOURNMENT:

As there was no other business to come before the Board, the meeting was adjourned on a **MOTION** from Director Utter, seconded by Director Dashner, at 3:45pm.

Respectfully submitted by OA Kathy Powell, in conjunction with the digital recording of the meeting.

APPROVED: May 9, 2024

NEXT REGULARLY SCHEDULED MEETING: May 9, 2024, @2pm