**Yosemite Alpine Community Services District**

**P. O. Box 31, Fish Camp, CA 93623**

**Draft Board Minutes of July 27, 2019**

**1. CALL TO ORDER**. Chair Karen Green called the meeting to order at 10:00 am, in the Tenaya Lodge of Fish Camp.

**2. INTRODUCTIONS**. Board in attendance: Dick Ryon, Karen Green, Tim McGinty, and Karen Glendenning. Patti Frey is excused. A quorum is established. Public in attendance: Pat Luther, John Luther, Stan Muscio, Barry Green, Darlene Swenson, Donn Harter, Dale Wohlgemuth, Louise Hastrup and Doris Ryon.

**3. MINUTES OF APRIL 28, 2019.** **Motion:** Approval of the Minutes of April 28, 2019. Motion: Ryon, 2nd: McGinty. Passed, 4-0, with Frey excused.

**4. PUBLIC FORUM.** Barry Green commented that the area around Well #2 needs attention. Need to get letter to Silvertip owners that the creek erosion has moved onto YACSD easement.

Stan Muscio asked if YACSD can drill another well. Does permission go with the property? Karen Glendenning responded that the agreement with Silvertip Resort continues with the land. Dick Ryon said it is a binding agreement.

**5. TREASURER’S REPORT.** Karen Glendenning reviewed the Treasurer’s report of 7.27.2019, line by line. She asked all to correct on the INCOME side, the cost of water from $7.00 per 1000 gallons to $7.50 per l000 gallons. **Motion:** Approval of treasurer’s report. Motion: Ryon, 2nd: McGinty, Passed, 4-0, with Frey excused.

**6 &14. WEBSITE UPDATE and DEVELOPMENT**. Chair Green combined Agenda items 6 & 14 for timeliness. Tim McGinty, webmaster, reports that website is 75% built, about 6 weeks to being completed. YACSD will include Ethics certificates, bio and photos of board members, Audit for last 3 years, and map of district boundaries in initial posting. Karen Green will develop Mission Statement and Website Policy. Dick Ryon will develop Financial Reserve Policy. Tim McGinty will work on map of district.

**7. BOARD TERMS**. Look at splitting Secretary and Treasurer into separate positions in 5 years. Resolutions will be developed for October meeting regarding 5 year term limit for all board officer positions. Proposed changes (bolded & italicized) attached to the minutes, starting with Section 3.01:

**8. LATE PAYMENT POLICY.** Resolution will be written for October meeting to show proposed and discussed changes. Proposed changes (bolded and italicized) are attached to the minutes, starting with Section7.11:.

**9. CALL 811.** There are markings on Silvertip Lane; Call 811 had no record of the action. Karen Green is working through the application process. Karen Green will be the administrative contact. Tim McGinty will be the work contact. Karen Glendenning will handle the payment/invoicing for Call 811.

**10. NEW WELL.** Tim McGinty will develop a RFP, request for proposal, template from CSDA website information.

**11. SIGNATORIES ON BANKING.** Following discussion, Diane Bopp (off the board) and Richard (Dick) Ryon (leaving board in 2020) will be removed as signatories on the United Security Bank accounts. It was decided to have Chair Karen Green and Treasurer Karen Glendenning be the signatories on the United Security Bank accounts. They will fill out the paperwork for the bank and submit information to United Security Bank.

**12. AUDIT.** Board reviewed the Engagement Letter from Pehling and Pehling, CPAs for the Audits for FY ending June 30, 2018 and FY ending June 30, 2019. Chair Karen Green will sign the letter. Karen Glendenning will write check and mail to the accounting firm. **Motion:** To approve the Audit Engagement Letter. Motion: McGinty, 2nd: Ryon, Passed, 4-0, with Frey excused.

**13. BILLING FEES.** Properties with homes can be assessed a *fee*. Vacant lots can be assessed an *assessment*. YACSD will work to rewrite the bill, to the property owners, during the budget process next spring following the Prop 218 guidelines.

**15. PERSONAL COMPUTERS USED FOR DISTRICT BUSINESS.** Funding for the purchase a small computer for district use by the secretary will be included in budget developed next spring. Funding for use of *The Cloud* for storage of files will also be looked at in next year’s budget process.

**16. WATER MASTER POSITION.** This is an unpaid position as per the bylaws. Person should attend the meetings to advise the board on needed activities. Need to paint control house and put covers over access ports on tanks.

**17. METER MARKING.** It is proposed putting 5’ PVC pipe, with removable cap, near each meter to aid in detecting leaks at each lot during the winter snow season. YACSD will need to avoid the Sierra Tel phone lines as they are located near each of the meters.

**18. FIRE HYDRANTS.** Water has been taken from the YACSD fire hydrants without YACSD approval. County Fire forwarded a flyer about the Knox Locks Box program. Following discussion, one lock will be installed at the hydrant by the post office this year. Other hydrants will be added each year. The key will be at the Fish Camp Fire Station. Karen Glendenning will contact fire department to ensure the correct lock is used on the hydrant.

**19. NEW ITEMS BY DIRECTORS. Ka**ren Green reported there is a Free Library box set up by the Melikians along Forest Drive. Take a book and leave a book. Karen Glendenning reported that there is a lot of traffic congestion along Highway 41 in the area of the Tenaya Cabins project, making it difficult to access Silvertip Lane and Black Pine Way. She will contact Adam Wimberley of Caltrans with concerns.

**NEXT MEETING.** Meeting will be Sat. Oct 5, 2019, at 10:00 am, in the Tenaya Lodge. Sat. Oct. 12, is the FCPAC meeting at 9:30, followed by the Fish Camp Fire Association about 11:30 am. Karen Glendenning will check with the Tenaya Lodge for availability and with Patty Frey as to her schedule.

**ADJOURNMENT.** Meeting was adjourned at 11:50 am. **Motion:** to adjourn the meeting. Motion: McGinty, 2nd: Ryon, Passed, 4-0, with Frey excused.

Respectfully submitted,

Karen Glendenning

YACSD Secretary