

MINUTES
Board of Directors Meeting
Strathmore Public Utility District
Thursday, June 12, 2025 – 6:30 P.M.
19626 Orange Belt Drive, Strathmore, CA 93267
P.O. Box 425 Strathmore, CA 93267

Meeting in person at:

Strathmore Public Utility District Office: 19626 Orange Belt Dr. Strathmore, CA 93267

ATTENDEES:

Christina Lightner, President
Allaney Briggs, Treasurer
Adrian Ordonez, Board Clerk/Manager
Adele Sanchez, Bookkeeper/Secretary
Dennis Keller, District Engineer
Julia Lew, District Counsel

ABSENT: Nicholas Martinez

QUORUM? Yes

1. **CALL TO ORDER: 6:37 P.M.**

2. **PUBLIC COMMENT:**
None.

3. **APPROVAL OF MINUTES:**
Review of minutes from the Board's regular meeting on Thursday, May 8, 2025.
Motion to approve minutes: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS

4. **FINANCIAL REPORT:**
Presented by MRS. SANCHEZ.

5. **APPROVAL OF BILL AND PAYROLL PAYMENTS:**
Approval of district bills and payroll through July 1, 2025.
Motion: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS

6. **TERMINATION AND/OR ABANDONMENT OF SERVICES:**
(a) Review of extensions or waivers of payments requested in writing by delinquent customers.
(b) Review list of customers with delinquent accounts.
Motion to terminate services: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS
(c) Review of accounts eligible for initiation of abandonment proceedings.

7. **WATER USAGE/SUPPLY 2025-2026:**
Monthly usage: 40 acre feet 94 Year-to-date: acre feet.
The Board will consider moving to phase 2 if high water usage continues.
8. **SIERRA VIEW WATER CAPACITY RIGHT TRANSFER:**
Sierra View and Freddie Espinoza have agreed to transfer the water capacity right fee within a property located within the Strathmore PUD boundaries. The water capacity transfer will go from Sierra View to Freddie Espinoza, property 23070 Lawson Ave, Strathmore CA 93267 APN 215-071-010-000. Mr Espinoza and Sierra View have signed the transfer agreement. Authorization for the District to enter into an agreement with property Freddie Espinoza and Sierra View. Mr. Espinoza advised manager Ordonez that the documents between him and Sierra View have been signed.
9. **CROSS-CONNECTION CONTROL POLICY:**
The District has provided Mountain Valley the requested information for the cross-connection control policy. They are working on a draft report to provide to the District. Motion to authorize manager Ordonez to approve and sign the document.
Motion: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS
10. **STRATHMORE MACHINERY PROPERTY PURCHASE AGREEMENT:**
District counsel Lew updated the Board with information. Legal counsel is waiting on a response from the escrow agent for finalization of the sale. District staff will void the check and reissue for payment.
11. **WASTEWATER TREATMENT PLANT UPDATE:**
Manager Ordonez met with P&P representatives and Self-Help to discuss the project. P&P has requested information from the district which staff is working to compile. The next staff meeting will be in August which P&P hopes to have the preliminary engineering report ready for review.
12. **STORAGE TANK ROOF REPAIR PROJECT:**
Engineer Keller updated the Board on the progress of the project. Engineer Keller is working on scheduling a structural engineer to inspect the storage tank. LiquiVision will inspect the interior of the tank with a water drone and a penetrating machine will check the welds and condition of the metal. The project will most likely go out to bid in the month of July. Motion to authorize engineer Keller to send the bypass portion of the project to bid.
Motion: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS
13. **STRATHMORE PUD AND LINDSAY-STRATHMORE IRRIGATION DISTRICT AGREEMENT DISCUSSION:**
Discussion regarding the operation and maintenance of the water treatment plant between Strathmore Public Utility District and Lindsay-Strathmore Irrigation District. District counsel Lew will provide a draft agreement to LSID for their review and comment.
TABLED
14. **PERSONNEL POLICY REVIEW:**
Discussion regarding review of District personnel policy and addition of holidays. Management has requested additional holiday: Columbus Day and Juneteenth. Motion to approve Juneteenth as a District holiday.
Motion: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS
15. **RESOLUTION FOR ADOPTION OF FEE SCHEDULE:**
Approval for adoption of resolution for fee schedule. Motion to approve or deny the fee schedule.
Motion: _____ Second: _____

16. 2024-2025 AUDIT ENGAGEMENT LETTER:

Jaribu Nelson has provided the District with an engagement letter for the 2024-2025 audit. The audit is estimated not to exceed \$17,000.00, the Financial Transactions Report not to exceed \$1500.00 and GASB not to exceed \$1200.00. \$8000.00 due upon agreement. The Board may or may not sign the letter of engagement.

Motion: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS

17. 19535 RICHARDSON ROAD SERVICE REQUEST:

The water and sewer capacity rights for the property located on 19535 Richardson Rd. have been abandoned since November 23, 1999. Lorraine Newkirk has made a request to be placed on the waiting list for water and sewer capacity. Motion to add Lorraine Newkirk to the water capacity right waiting list.

Motion: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS

18. WATER TREATMENT PLANT INTERNET SERVICE:

District staff is requesting internet service for the water treatment plant. The current internet service is slow and the equipment being used is aged. The internet service is used for computer work in the water treatment plant and for the remote connection to the scada system.

TABLED

19. TEMPORARY CONTRACT EMPLOYEE:

Mark McElhaney's temporary contract will expire on June 30, 2025, the Board may or may not renew the terms of the contract. Motion to extend the contract until December 31, 2025.

Motion: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS

20. CMC PROPANE LEASE RENEWAL:

The lease agreement between the District and CMC Propane will terminate on November 30, 2025.

21. UPDATE REPORTS / INFORMATION ONLY:

JWC has provided a shipping date of July 7, 2025 for the muffin monster.

22. EMPLOYEE COMPENSATION INCREASE:

Consideration of approving increases in annual compensation for and/or all District employment positions. Motion to increase employee Sanchez and Ordonez to 5% hourly increase. In the same motion to allow manager Ordonez to take work truck home contingent to permission from the insurance company.

Motion: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS

23. CLOSED SESSION ITEM:

Time in: 7:50 p.m. Time out: 9:05 p.m.

CONFERENCE WITH LEGAL COUNSEL CONCERNING SIGNIFICANT EXPOSURE TO LITIGATION. [GC 54956.9(d)(2): Three cases, facts not known to potential plaintiff

CONFERENCE WITH LEGAL COUNSEL CONCERNING POTENTIAL INITIATION OF LITIGATION. [GC 54956.9(d)(4)] Three cases.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS [GC 54956.8]

Property: Water Tower, Strathmore California.

Agency Negotiator: Adrian Ordonez and Julia Lew. Negotiating Parties: Strathmore Public Utility District and TowerPoint.

Under Negotiation: Terms for purchase agreement.

Annual Personnel Evaluations (Gov. Code Section 54957). Positions: all District employment positions

Conference with Labor Negotiators (Gov. Code Section 54957.6), Agency Representatives: Adrian Ordonez and Julia Lew. Employee groups: all unrepresented employees

Action taken: _____

24. ADJOURNMENT:

Motion: LIGHTNER Second: BRIGGS 2-0 PASSED UNANIMOUS

Time: 9:07 p.m.

Note: California Government Code § 54957.5 requires all public agencies to make available to the public any documents provided to at least a majority of the agency's elected officials or distributed to those officials within seventy-two hours of a regular meeting. Copies of such documents shall be made available to the public no later than the time they are distributed at the following address: 19626 Orange Belt Drive, Strathmore, CA 93267.