

## **APPROVED**

### **Arrowbear Park County Water District**

Regular Meeting

August 20, 2020

6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held August 20, 2020, online, originating from the District office, 2365 Fir Drive, Arrowbear Lake, California.

#### Directors in attendance:

President Rick Weber  
Vice President Sheila Wymer  
Director Mark Bunyea  
Director Terisa Bonito  
Director Pat Oberlies

#### Directors who were absent:

None

#### Also present were the following:

General Manager Huff  
Secretary Caroline Rimmer  
Chief Ozias

#### Visitors who were present:

None

#### Open Session

President Weber called the meeting to order. General Manager Huff led the recitation of the Pledge of Allegiance. President Weber certified the posting of the agenda. President Weber performed a roll call, Directors that were present: Wymer, Bunyea, Bonito, Oberlies, and Weber. Directors that were absent: None.

#### Approval of Consent Agenda:

Director Bonito made a motion to accept the consent agenda, second was by Vice President Wymer. After a brief discussion regarding the expenses and budget for the month of July, the consent agenda was approved. Motion passed by unanimous vote.

Ayes: Wymer, Bunyea, Bonito, Oberlies, and Weber

Nays: None

Abstain: None

Absent: None

#### Public Comments:

There were no public comments.

#### Staff Reports:

- A) Field Supervisor Miller was excused from the meeting. General Manager Huff reported a total of 16 maintenance issues for the month of July. There were 5 customer requests to turn off/on water, 1 District initiated shut-off, 2 District equipment repairs, 7 meters replaced, 1 meter read/re-read, 2 main repairs, 5 service line repairs, 0 customer inquiries requiring investigation, and 0 sewer issues/repairs. There were also 5 new owners, 0 liens filed, 1 lien released, 36 shut-off notices, 1 non-payment shut-off (unoccupied property), and 1 turn-on after water shut-off.

- B) Chief Ozias reported on the Fire Department calls for the month of July. There were a total of 16 calls, 12 were in the District, and 4 were out of the District. Chief Ozias reported that the Fire Department had serviced their generator, the Department had a vehicle in the Mountain Top Days Vehicle Parade, and that the Firefighter Academy would be continuing over the weekend.
- C) General Manger Huff reported that the Evergreen & Cougar Pipeline Projects were completed. He also informed the Board that he would be meeting with the County over the winter regarding the impact of newly paved streets in Arrowbear on the replacement of the pipeline on Independence (currently slated to be replaced next spring). In light of possible restrictions on pipeline projects due to newly paved streets, he reported that he may need to rearrange a couple of streets on the schedule to replace pipelines in non-county maintained streets in the interim. General Manager Huff also reported that the District was currently preparing for the annual audit and that Houston Harris had completed the annual sewer cleaning and video under budget. General Manager Huff also requested feedback from the Board and plans for staffing in anticipation of Field Operations Supervisor Miller's upcoming retirement.

President Weber excused any individuals who were not required for the balance of the meeting.

### Discussion / Action Items:

#### A) Board

1. There was a discussion to allocate \$1,000.00 from the Fire Department equipment reserves, Account #3-3115 (Equip.), for the purchase of a dedicated hydrant meter for tracking water used during training exercises. Motion to approve the allocation of \$1,000.00 from equipment reserves, Account #3-3115 (Equip.), to purchase the hydrant meter was made by Director Bonito, seconded by Director Bunyea, and passed by unanimous vote.  
Ayes: Wymer, Bunyea, Bonito Oberlies, Weber  
Nays: None  
Abstain: None  
Absent: None
2. There was a discussion regarding installation of a fence and gate for the District office property. There was no motion and no action taken, but the Board instructed General Manager Huff to look into purchasing and installing some reasonably appropriate fencing, as long as it was within his discretionary budget spending limits.

### Announcements:

- A) The President updated the Board on his wife's health.
- B) The Board Members had no announcements.
- C) The Staff had no announcements.

The next Regular Board Meeting will be September 17, 2020, at 6:30 PM. This meeting will be an on-line Zoom meeting.

### Adjournment of Open Meeting

There being no further business, President Weber adjourned the Open Meeting at 7:29 PM.

## Closed Session

Closed Session was held pursuant to Code 54957(b) for the purpose of performing the annual Evaluation of Performance of the General Manager.

There being no further Closed Session business, President Weber adjourned the Closed Session at 7:55 PM.

## Open Session

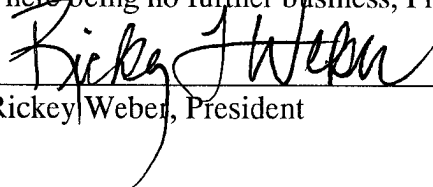
### A) Board of Directors


1. President Weber reconvened the Open Session and announced that no action was taken during the Closed Session.
2. A motion was made by Director Bonito to extend the Employment Agreement between the District and General Manager Huff by mutual agreement of the parties per paragraph 4 of the Employment Agreement for a one year period and grant General Manager Huff the Board approved merit increase for FY 20-21, seconded by Vice President Wymer and passed by unanimous vote.  
Ayes: Wymer, Bunyea, Bonito, Oberlies, Weber  
Nays: None  
Abstain: None  
Absent: Weber

General Manager Huff thanked the Board for their confidence in him and the opportunity to continue to serve in his current capacity. He also expressed his satisfaction in being able to continue to work with the Board to accomplish the District's mission and goals.

## Adjournment of Open Meeting

There being no further business, President Weber adjourned the meeting at 7:59 PM.

  
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Rickey Weber, President

  
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Caroline V. Rimmer, Secretary