

## **APPROVED**

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

Regular Meeting

October 20, 2016

6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held October 20, 2016 at the Water District office, 2365 Fir Drive, Arrowbear Lake, California.

#### Directors in attendance:

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

#### Directors who were absent:

#### Also present were the following:

General Manager Huff  
Secretary Caroline Rimmer  
Fire Chief Isaiah Hall  
Field Supervisor Paul Miller

#### Visitors who were present:

Ouida Rendelman

#### Open Session

President Wymer called the meeting to order. Paul Miller led the recitation of the Pledge of Allegiance. President Wymer certified the posting of the agenda. President Wymer performed a roll call, all Directors were present.

#### Approval of Consent Agenda:

Director Bonito made a motion to accept the consent agenda. Second was by Director Weber. After a brief discussion regarding the Expenses and Budget for the month of September, the Consent Agenda was approved. Motion passed by unanimous vote.

#### Public Comments:

There were no public comments.

#### Staff Reports:

- A) Supervisor Miller reported a total of 40 maintenance issues for the month of September. There were 9 shut offs for non-payment and 6 turn ons for past-due payments received, 3 customer requests to turn off/on water, 0 turn ons/offers for plumbing repairs, 1 new owner, 4 customer service issues, 2 meter re-reads, 1 lien filed/released, 8 meter replacements, 0 main repairs, and 4 service line repairs. Supervisor Miller reported the completion of the video taping of the sewer system by Houston Harris, that paving where the pipeline project streets had been affected was going to begin, and that the Technicians removed sand from Arrowbear Lake for future pipeline projects with the approval of the property owner.
- B) Chief Hall reported on the Fire Department calls for the month of September. There were a

total of 14 calls, 14 were in-District and 0 were out-of-District. Chief Hall reported on the annual pump testing that had been done and that all pumps were in good condition. Chief Hall reported that Captain Ozias would be taking the Water Tender to KME for a valve issues. Chief Hall reported that the hot water heater and pressure regulator were replaced at the Fire Department and that the concrete removed to facilitate the repairs would be repaired. Chief Hall reported on the success of the Open House with 9 applications having been received and of those, 3-4 were viable candidates. Director Oberlies questioned why there was a Fire Department call for human waste, with Chief Hall replying that all human waste needs to be treated as if it were bio-hazardous waste and required County Haz-Mat intervention. Vice President Bunyea asked where Haz-Mat was located with Chief Hall replying that Haz-Mat was located in Redlands. President Wymer asked what type of business the owner at the property located at 32765 Hilltop was planning on becoming. Chief Hall replied that the owner is complying with all Building and Safety Inspections and that the owner may open a wood working shop. Chief Hall gave an update on the renovations in progress for a large animal hospital being built across the street from 32765 Hilltop. Chief Hall updated the Board on the storage facility located at 32864 Hilltop, stating that the owner of the property was in the process of removing all the trailers, trucks, and other vehicles located on the property to comply with County code enforcement. Director Weber asked if Chief Hall had any updates on the opening of Santa's Village with Chief Hall replying he was not sure and that he had not been following the issue. Chief Hall reported on the status of the new fire engine.

- C) General Manager Huff reported on the sewer washing and updated the Board on the manhole raising cost savings. Budgeted amount for the sewer was and video was \$14,000, actual cost was \$9,300 due to the District raising the manholes so the jetting and video truck could move easily from one manhole to the next. President Wymer requested that the Lift Station be cleaned up. President Wymer also appreciated the Halloween/fall decorations in the District office.

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

#### Discussion / Action Items:

A) General Manager Huff

1. There was a discussion with a Motion to approve the Resolution 2016-10-15, the Adoption of the National Incident Management System (NIMS) for Fire Department response. Motion made by Director Bonito, seconded by Director Weber and approved by unanimous vote.
2. There was a discussion with a Motion to approve the amendment of District Rules and Regulations 3050.120, to change the wording/name of the "shut-off fee" to "shut off order dispatch fee" to reflect the cost to the District to send an employee to shut-off services for non-payment, regardless of whether they actually shut-off services (due to customer making a last minute payment to avoid shut-off). Motion made by Director Weber, seconded by Director Bonito and approved by unanimous vote.
3. There was a discussion with a Motion to approve the extension of the Running Springs Waste Water Treatment Plant Agreement from January 20, 2017 to June 30, 2017 to provide additional time for Running Springs to study and determine the appropriate rate

structure to use for the Services after the expiration of the Agreement. Motion made by Director Bonito, seconded by Director Weber and approved by unanimous vote.

B) Board of Directors

1. There was a discussion regarding the attendance of the Board of Directors at the Governance Training scheduled for December 8, 2016, presented by C.S.D.A. Motion made by Director Weber, seconded by Director Bonito and approved by unanimous vote that 4 of the Board of Directors will attend the workshop. Those attending are President Wymer, Vice President Bunyea, Directors Oberlies and Weber.
2. There was a discussion regarding a customer's request to waive a shut off/dispatch charge for account #0205 with the Board unanimously deciding to retain the existing policy regarding shut off/dispatch fee and not to waive the charge for account #0205.
3. There was a discussion with a Motion to change the wording on the General Manager Evaluation regarding community outreach. Motion made by Director Bonito, seconded by Director Weber and approved by unanimous vote.

Announcements:

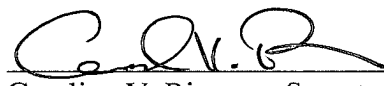
- A) President Wymer had no announcements.
- B) Director Bonito had invited all present to the installation of the new Board of Directors for the Running Springs Chamber of Commerce at Snow Valley on October 29, 2016 for \$30 per person. Those interested should contact Director Bonito.
- C) Staff had no announcements.

The next board meeting will be November 17, 2016 at 6:30 PM

Adjournment of Open Meeting:

There being no further business, President Wymer adjourned the Regular Meeting at 7:17 PM.

  
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Sheila Wymer, President

  
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Caroline V. Rimmer, Secretary