

APPROVED

Arrowbear Park County Water District Regular Meeting January 21, 2021 6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held January 21, 2021, online, originating from the District office, 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

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

Directors who were absent:

None

Also present were the following:

General Manager Huff
Secretary Caroline Rimmer
Chief Ozias
Battalion Chief Lindley

Visitors who were present:

Mike Vasquez
Dixie Willemse

Open Session

President Weber called the meeting to order. Director Bonito 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: Bunyea, Wymer, 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 December, 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 8 maintenance issues for the month of December. There were 3 customer requests to turn off/on water, 0 District initiated shut-offs, 1 District equipment repair, 1 meter replaced, 2 meter reads/re-reads, 0 main repairs, 1 service line repair, 1 customer inquiry requiring investigation, and 0 sewer issues/repairs. There were also 6 new owners, 0 liens filed, 1 lien released, 33 shut-off notices, 1 non-payment shut-off (unoccupied property),

and 1 turn-on after water shut-off. General Manager Huff also reported that the Technicians performed winter maintenance on the District vehicles, that the Technicians met with the electrician regarding the water system controller, and that the newest Technician was continuing his training.

- B) Chief Ozias reported on the Fire Department calls for the month of December. There were a total of 12 calls, 11 were in the District, and 1 was out of the District. Chief Ozias announced that the volunteers had an EMR class and all 4 participants passed.
- C) General Manger Huff reported that he conducted COVID-19 training as provided by the legal team at Varner Brandt in line with the new OSHA regulations for a prevention plan.

President Weber excused any Staff not needed for Action Items.

Discussion / Action Items:

A) Board

1. Running Springs Fire Department Chief Vazquez provided a presentation on the benefits of a Fire JPA (Joint Powers Authority), which would provide fire and emergency medical response for the Running Springs/Arrowbear areas. No board action was taken. A Special Meeting was scheduled for February 4, 2021 at 6:30 PM so the Board can have additional discussion regarding the presentation.
2. There was a discussion regarding the annual election of Board Officers for the Arrowbear Park County Water District. President Weber nominated Vice President Wymer as President for the calendar year 2021. Second was by Director Bunyea and approved by a unanimous vote. The gavel was passed to President Wymer.

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

Nays: None

Abstain: None

Absent: None

There was a continuing discussion regarding the annual election of Board Officers for the Arrowbear Park County Water District. President Wymer nominated Director Oberlies as Vice President for the calendar year 2021. Second was by Director Weber and approved by a unanimous vote.

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

Nays: None

Abstain: None

Absent: None

3. There was a discussion and a motion to appoint Caroline Rimmer as Secretary to the Board of Directors for calendar year 2021 was made by Director Bonito, seconded by Director Oberlies, and approved by a unanimous vote.

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

Nays: None

Abstain: None

Absent: None

4. There was a discussion and a motion to approve Resolution 2021-1-21, appointing General Manager Huff, Secretary Rimmer, and two Board Members as signers on the District bank account. The two Board Members appointed to be the signers on the District accounts are Director Bonito and Director Bunyea. Motion was made

by Director Bonito, seconded by Director Oberlies, and approved by a unanimous vote.

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

Nays: None

Abstain: None

Absent: None

5. There was a discussion and a motion to affirm the regular Board Meeting time for the 3rd Thursday at 6:30 PM for calendar year 2021. Motion was made by Director Bonito, seconded by Director Weber, and approved by a unanimous vote.

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

Nays: None

Abstain: None

Absent: None

6. At 7:50 PM, President Wymer adjourned the regular meeting and opened the annual Arrowbear Park County Water District Financing Corporation meeting (See Minutes for Arrowbear Park County Water District Financing Corporation). Director Bonito made a motion to appoint the newly sustained officers of the Arrowbear Park County Water District Board to fill the same positions on the Arrowbear Park County Water District Financing Corporation Board for 2021. Motion was seconded by Director Bunyea. Motion passed by unanimous vote.

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

Nays: None

Abstain: None

Absent: None

President Wymer adjourned the Arrowbear Park County Water District Financing Corporation meeting at 7:52 PM. President Wymer reopened the regular Board meeting at 7:53 PM.

7. There was a discussion and a motion to approve updating/amending District policies to conform to current employment law.

2010.60 - On-call notification methods update.

2080.20 & .40 - Clarifications on temporary employees.

2150.50.1 & .2 - Convert certification compensation from monthly (\$25.00/mo. per cert. up to 2) to hourly (.15/hr. per cert. up to two) and revise salary ranges to allow for an additional \$.30/per hour in each field employee classification).

2180.30 - Grievance procedure exemption update.

2220.10 & .40.9 - Correcting age and gender statements.

2220.60, .70, & .80 - Complaint procedure update.

Motion was made to update/amend the District policies to conform to current employment law by Director Bonito and was seconded by Director Weber.

Motion passed by unanimous vote.

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

Nays: None

Abstain: None

Absent: None

8. There was a discussion and a motion to approve updating/amending the District Employee Handbook to conform to current employment law. Motion was made to update/amend the District Employee Handbook to conform to current employment law by Director Bonito and was seconded by Director Weber. Motion passed by unanimous vote.
Ayes: Bonito, Weber, Bunyea, Oberlies, and Wymer
Nays: None
Abstain: None
Absent: None

Announcements:

- A) President Wymer thanked the Board for nominating and voting for her as President for the calendar year 2021.
- B) Board members thanked Prior-President Weber for his service. Director Bunyea inquired about the District's safety plan for a natural disasters and updating the Hazard Mitigation Plan. General Manager Huff advised that an update would be forthcoming. The Special Meeting was scheduled for February 4, 2021 at 6:30 PM to discuss the JPA proposal from Running Springs Fire Department.
- C) Chief Ozias announced that the volunteers had their COVID-19 vaccinations. General Manager Huff reminded the President that she will need to appoint committee members at the next Board meeting.

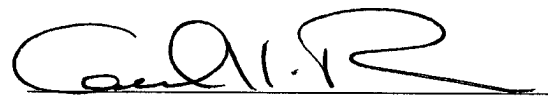
The next Regular Board Meeting will be February 18, 2021, at 6:30 PM. This meeting will be an on-line Zoom meeting.

Adjournment of Open Meeting

There being no further business, President Wymer adjourned the Open Meeting at 8:09 PM.



Sheila Wymer, President



Caroline V. Rimmer, Secretary