

APPROVED

Arrowbear Park County Water District Regular Meeting July 21, 2016 6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held July 21, 2016 at the Water District office, 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

President Mark Bunyea
Vice President Sheila Wymer
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
Supervisor Paul Miller
Auditor Linda Devlin

Visitors who were present:

Ouida Rendelman
John Doyle

Open Session

President Wymer called the meeting to order. Ouida Rendelman 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 Oberlies. After a brief discussion regarding the Expenses & Budget for the month of June, the Consent Agenda was approved. Motion passed by unanimous vote.

Public Comments:

John Doyle addressed the Board regarding the shut off policy, with the matter being referred to Staff.

Staff Reports:

- A) Supervisor Miller reported a total of (49) maintenance issues for the month of June. There were (10) shut off/turn on for non-pay/payment received, (5) Customer request to turn off/on water, (11) Turn on/off for plumbing repairs, (7) New owners, (9) Customer service issues, (1) Meter re-reads, (3) Lien filed/released, (0) Meter replacements, (1) Main Repair, and (2) Service line repairs. Supervisor Miller also reported that the Porcupine Project will be completed by the end of the week and that manhole raising was continuing in preparation for the cleaning and video inspection to start sometime in September.

- B) Chief Hall reported on the calls within the District for the month of June. There were a total of (14) calls, (11) were In-District, (3) were Out-of-District. Chief Hall thanked all the participants for assisting at the 4th of July picnic for the Fire Fighter's Association. Chief Hall announced that 5 Fire Fighters passed their Fire Fighter I exam and that the information had been mailed to the State. Chief Hall announced the activities for Mountain Top Days in Running Springs, which included the fire vehicles in the parade and participation in the Bucket Brigade. Chief Hall announced that the Recruitment Drive and Open House was being planned for a weekend in August (date to be determined). Chief Hall informed the Board that the Fire Department's old SCBAs and turnouts were donated to the Rim of the World High School R.O.P. program to train future individuals for a career in firefighting. Director Oberlies inquired about the weeds in the lot behind the parking lot of the District's office, with General Manager Huff replying that this was not District property. Chief Hall reiterated the final date for weed abatement (August 1, 2016) and informed the Board that the Abatement fee had gone up. Chief Hall updated the Board on the status of the new fire engine with delivery scheduled for late January 2017. Director Bonito & President Wymer asked about abatements and the current status of properties in violation, with Chief Hall requesting any individual with complaints should email the District Secretary with specific addresses and the Secretary will then forward the information to the Chief.
- C) General Manager Huff brought to the Board's attention that the Budget surplus from the 2015/2016 fiscal year was going to be greater than expected due to frugal financial management. General Manager Huff updated the Board on the Wastewater Treatment Plant agreement progress, stating he had not heard from General Manager Ryan Gross of Running Springs Water District but that Manager Gross had produced a memo for his Board with background information and several proportional cost sharing scenarios for them to consider. General Manager Huff noted that the WWTP contract was on the agenda for Running Springs Water District Board meeting scheduled for July 21, 2016 and that the memo included General Manager Huff's proposal. General Manager Huff reported that sewer videoing will begin in September.

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

Discussion / Action Items:

A) Board

1. There was a presentation of the annual Audit by Linda Devlin of Ahern, Adcock & Devlin, LLP. Motion to approve Fiscal Year 2014/2015 Audit made by Director Weber, seconded by Director Bonito. Passed by unanimous vote.
2. There was a brief discussion regarding engaging Ahern, Adcock & Devlin, LLP as the auditors for fiscal year 2015/2016. Motion made by Director Bonito, seconded by President Wymer. Passed by unanimous vote.
3. There was a brief discussion regarding performing a biennial review of the District's Conflict of Interest Code and approving/confirming the District's Conflict of Interest Code as written in Policy 1020. Motion made by Director Weber, seconded by Director Bonito. Passed by unanimous vote.
4. There was a brief discussion regarding scheduling the General Manager's Annual Review for August 18, 2016 in Closed Session after the General meeting.

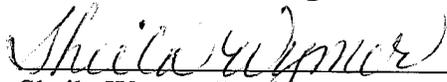
Announcements:

- A) President Wymer had no announcements.
- B) Director Bonito was given information from a resident regarding testing for a bacteria called Pseudomonas Aeruginosa, sometimes found in water and asked General Manager Huff to look into it and report to the Board at a later date.
- C) Staff had no announcements.

Adjournment of Open Meeting:

There being no further business, President Wymer adjourned the meeting at 8:14 PM.

The next board meeting will be August 18, 2016 at 6:30 PM.



Sheila Wymer, President



Caroline V. Rimmer, Secretary