

APPROVED

Arrowbear Park County Water District

Regular Meeting

August 17, 2017

6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held August 17, 2017 at the Water District office, 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

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

Directors who were absent:

None

Also present were the following:

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

Visitors who were present:

Ouida Rendelman The Emfinger Family
Randy Ballinger Billie Hall
James Ozias Randy Rimmer

Open Session

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

Approval of Consent Agenda:

Director Weber made a motion to accept the consent agenda. Second was by Director 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.

Public Comments:

There were no public comments on any non-agenda items.

Staff Reports:

- A) Supervisor Miller reported a total of 18 maintenance issues for the month of July. There were 5 customer requests to turn off/on water, 5 District initiated shut-offs, 1 District equipment repairs, 3 meters replaced, 4 meter reads/re-reads, 1 main repairs, no service line repairs, 2 customer inquiry requiring investigation, and 0 sewer issue/repair. There were also 8 new owners, 1 liens filed, 0 liens released, 58 shut-off notices, 19 non-payment shut offs, and 11 turn-ons after water shut off. Supervisor Miller reported that the Technicians were continuing the work on Truman Lane and had installed 200' and that manhole raising was continuing for the sewer video inspection.
- B) Chief Hall reported on the Fire Department calls for the month of July. There were a total of 22 calls, 17 were in-District and 5 were out-of-District. Chief Hall reported on the accident at the fire department, that the fire department would have an Open House in October, and that

the date would be announced in the August billing. Chief Hall also reported that he hired a new volunteer, retired police officer Shannon Dorsey. Director Bunyea asked about an incident after the Mountain Top Days Parade with Chief Hall replying that Arrowbear was not dispatched. Battalion Chief Ozias reported that he was going to conduct a CPR Awareness class at no cost and First Aid certification at a minimal cost to individuals who wished to participate.

- C) General Manager Huff reported that the lots next to Well 2 were for sale, and that while they were not strategic to the District, it may afford more flexibility when pulling into Well 2. The Board asked General Manager Huff to investigate the lot sales. General Manager Huff reported that the District was preparing for the annual Audit and that the state did a surprise audit for proper smog check records for the District's vehicles. General Manager Huff further reported that coordinating with Chief Hall and Battalion Chief Ozias he had developed a plan for Chief Hall's retirement transition.

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

Discussion / Action Items:

- A) General Manager Huff
1. General Manager Huff presented the FY 16-17 year end financials and there was a discussion and a motion to approve the allocation of actual surplus amounts to the Unrestricted Asset accounts as detailed in the FY 2017-2018 Unrestricted Funds Allocation report. Motion made by Director Weber, seconded by Director Bunyea, and passed by unanimous vote.
 2. There was a discussion with a motion to approve the additional expenditure of \$5,424.45 from account 3100W, Unrestricted Replacement – Vehicles, Water for the amount over what has been previously approved for the new dump truck purchase. Motion made by Director Wymer, seconded by Director Bunyea, and passed by unanimous vote.
- B) Board of Directors
1. There was a discussion and a motion to continue with or dissolve the Fire Department Resource Assessment & Scope of Services Ad-Hoc Committee. Motion made by Director Weber to dissolve the Committee, seconded by Director Bunyea, and passed by unanimous vote.
 2. There was a discussion with a motion to approve the CalPERS Delegation of Authority Resolution #2017-8-17. Motion made by President Bonito, seconded by Director Wymer, and passed by unanimous vote.

Announcements:

- A) The President stated she appreciated the work of the Board and the Public's attendance.
- B) The Board had no announcements.
- C) The Staff had no announcements.

The next board meeting will be September 21, 2017 at 6:30 PM.

Adjournment of Open Meeting:

There being no further business, President Bonito adjourned the Regular Meeting at 7:47 PM.

Closed Session

Closed session was held pursuant to Code 54956.9 Paragraph (2) of subdivision (d) for the purpose of consultation with District Legal Counsel regarding possible and/or anticipated litigation and/or significant exposure to litigation. One possible case.

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 business, President Bonito adjourned the Closed Session at 9:15 PM.

Open Session

A) Board of Directors


1. Report of any action taken during Closed Session - No action was taken regarding possible litigation.
2. A motion was made by Director Bonito and seconded by Director Wymer to extend General Manager Huff's employment agreement for an additional year. Motion passed by unanimous vote. A motion was made by Director Bonito and seconded by Director Weber to increase General Manager Huff's salary to \$8,300.00 in recognition of the completion of his Bachelor of Science Degree in Business Management. Motion passed by unanimous vote. Another Closed Session will be held at the September Board meeting to complete General Manager Huff's annual evaluation.

Adjournment of Open Meeting

There being no further business, President Bonito adjourned the Open Meeting at 9:18 PM.



Terisa Bonito, President



Caroline V. Rimmer, Secretary