

## APPROVED

### Arrowbear Park County Water District Regular Meeting August 17, 2023 6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held August 17, 2023, at the District office located at 2365 Fir Drive, Arrowbear Lake, California.

#### Directors in attendance:

President Terisa Bonito  
Vice-President Mark Bunyea  
Director Seth Burt  
Director Paul Miller  
Director Sheila Wymer

#### Directors who were absent:

None

#### Also present were the following:

General Manager Huff  
Incoming General Manager Magaña  
Secretary Rimmer  
Field Operations Supervisor Weber  
Chief Lindley

#### Visitors present:

O. Rendelman  
K. Weber  
C. Miller  
L. Stinson  
R. Bonito  
P. Oberlies  
T. Fernandez

#### Open Session

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

#### Public Comments:

There were no public comments.

#### Approval of Consent Agenda:

Director Wymer made a motion to accept the consent agenda, second was by Director Miller. Motion passed by unanimous vote.

Ayes: Burt, Bunyea, Wymer, Miller, and Bonito  
Nays: None  
Abstain: None  
Absent: None

#### Staff Reports:

- A) Field Operations Supervisor Weber reported on the monthly maintenance issues for the month of July, reported that the Technicians completed the weed abatement and fence at the CLAWA station that the Technicians began the marking for the Highway Project, and Tim Fernandez passed his D-1.

- C) General Manager Huff reported that the Audit was underway, that the District received the FY 2022-2023 final reconciliation from Running Springs Water District and an approximate \$118,000 adjustment credit that will be applied to July, August, September and part of October 2023, and that the District was on track with the Highway Project. General Manager Huff then introduced the incoming General Manager, Benjamin Magana, who spoke to the Board about himself. General Manager Huff concluded his report by thanking the Board for his tenure.

Discussion / Action Items:

A) Board

1. There was a discussion regarding adding an Action Item not on the Posted Agenda. The Board voted unanimously to add the Action Item: Adopting Resolution 2023-8-17A by a unanimous vote.

Ayes: Miller, Wymer, Bunyea, Burt, and Bonito.

Nays: None

Abstain: None

Absent: None

2. There was a discussion regarding Resolution 2023-8-17A, authorizing an agreement with Umpqua Bank commercial credit card program, a motion was by Director Wymer, seconded by Director Miller, to authorize an agreement with Umpqua Bank for a commercial credit card and approved by a unanimous vote.

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller.

Nays: None

Abstain: None

Absent: None

B) Fire Department

3. There was a discussion regarding Resolution #2023-8-17, Approving the Department of Forestry and Fire Protection Agreement #7GF23002 and authoring Chief Lindley as the Signatory. Motion to Resolution 2023-8-17 was made by Director Wymer, seconded by Director Miller, and approved by a unanimous vote.

Ayes: Miller, Wymer, Bunyea, Burt, and Bonito.

Nays: None

Abstain: None

Absent: None

4. There was a discussion regarding Fire Dispatch RFP's, using either ConFire JPA or CalFire BDU. Motion to utilize CalFire BDU was made by Director Miller, seconded by President Bonito, and approved by a unanimous vote.

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller.

Nays: None

Abstain: None

Absent: None

5. There was a discussion regarding allocating reserve funds from 3-3125 Unrestricted Reserves in the amount of \$15,000.00 to 3-8000 Replacement - Vehicles for purchasing a Brush Patrol utility bed/box with pump and tank. Motion to allocate \$15,000.00 from Unrestricted Reserves for a Brush Patrol utility bed/box with pump and tank was made by President Bonito, seconded by Director Wymer, and approved by a unanimous vote.

Ayes: Miller, Wymer, Bonito, Bunyea, and Burt.

Nays: None  
Abstain: None  
Absent: None

C) Board

6. There was a discussion and a motion to approve the General Manger Employment Agreement with Benjamin Magana, Jr. The motion to approve the General Manger Employment Agreement with Benjamin Magana, Jr. was made by Director Burt, seconded by President Bonito, and approved by a unanimous vote

Ayes: Miller, Wymer, Bonito, Bunyea, and Burt

Nays: None

Abstain: None

Absent: None

7. There was a discussion with a Motion to approve a new policy #2175 Mentoring Program. The motion to approve policy #2175 Mentoring Program was made by Director Miller, seconded by Director Burt, and approved by a unanimous vote

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller

Nays: None

Abstain: None

Absent: None

8. There was a discussion with a Motion to equalize the upper pay range of Administrative Secretary III and Field Operations Supervisor to upper pay range of the salary schedule of the Administrative Secretary III, currently at \$52.07. The motion to equalize the upper pay range of Administrative Secretary III and Field Operations Supervisor to upper pay range of the salary schedule of the Administrative Secretary III, currently at \$52.07 was made by Director Wymer, seconded by Director Miller, and approved by a unanimous vote

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller

Nays: None

Abstain: None

Absent: None

9. There was a discussion with a Motion to allocate reserve funds from 1-3115 Unrestricted Replacement – Equipment in the amount of \$3,500.00 to 1-8010 Replacement Equipment to purchase a hydrant flow testing equipment. The motion to allocate reserve funds from 1-3115 Unrestricted Replacement – Equipment in the amount of \$3,500.00 to 1-8010 Replacement Equipment to purchase a hydrant flow testing equipment was made by Director Wymer, seconded by president Bonito, and approved by a unanimous vote

Ayes: Burt, Bunyea,, Bonito, Wymer, and Miller.

Nays: None

Abstain: None

Absent: None

Announcements:

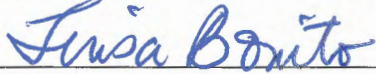
- A) The President announced she was resigning after the September 21, 2023 meeting.  
B) Director Burt announced a Fire and Safety meeting scheduled for September 11 at 9:00 AM at the Fire Department. Vice President Bunyea recognized General Manager Huff as did President Bonito.

C) Staff had no announcements.

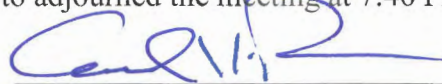
The next Regular Board Meeting will be September 21, 2023, at 6:30 PM.

Adjournment of Open Meeting

There being no further business, President Bonito adjourned the meeting at 7:46 PM.



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Terisa Bonito, President



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Caroline V. Rimmer, Secretary