

APPROVED

Arrowbear Park County Water District Regular Meeting May 20, 2021 6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held May 20, 2021, online, originating from the District office, 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

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

Directors who were absent:

None

Also present were the following:

General Manager Huff
Secretary Caroline Rimmer
Chief Ozias

Visitors who were present:

None

Open Session

President Wymer called the meeting to order. Secretary Rimmer led the recitation of the Pledge of Allegiance. President Wymer certified the posting of the agenda. President Wymer performed a roll call, Directors that were present: Bunyea, Weber, Bonito, Oberlies, and Wymer. Directors that were absent: None.

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 April, the consent agenda was approved. Motion passed by unanimous vote.

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

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 21 maintenance issues for the month of April. There were 10 customer requests to turn off/on water, 3 District initiated shut-offs, 3 District equipment repairs, 0 meters replaced, 4 meter reads/re-reads, 0 main repairs, 1 service line repairs, 0 customer

inquiries requiring investigation, and 0 sewer issues/repairs. There were also 5 new owners, 0 liens filed, 1 lien released, 40 shut-off notices, 5 non-payment shut-offs (unoccupied property), and 2 turn-ons after water shut-off. General Manager Huff also reported that the Technicians were beginning the pipeline project on Deer Lick, but that they were expecting delays in receiving supplies.

- B) Chief Ozias reported on the Fire Department calls for the month of April. There were a total of 10 calls, 9 were in the District, and 1 was out of the District. Chief Ozias reported on two training events that the department conducted with Running Springs Fire Department with live wildfire training in Yermo. Chief Ozias attended a CSFA Volunteer Recruitment Seminar in Cathedral City. Chief Ozias reported that the attic insulation installation was going to begin, that he received information from the Gas Company regarding the timeline for review of installing a gas line to the Fire Department was running behind. Chief Ozias also reported that he was planning on changing the windows in the station to dual-paned windows and that the Fire Department was going to be represented at Joe Harich's services at St. Anne's Catholic Church.
- C) General Manger Huff reported that he was busy with the Budget and Finance Meeting preparation, that he attended a CRWA webinar on budgeting, finance, and rates, that he had received some rough quotes on a Rate Study and that it would cost approximately \$25,000 to \$30,000, but that there may be an option for CRWA to do one at low or no cost to the District. General Manager Huff also reported that he was continuing his work on the Emergency Response Plan. He continued his report, letting the Board know that the Auditors were working out an issue regarding capital expenses and how to accurately account for them for the Running Springs Wastewater Treatment Plant. General Manager Huff concluded his report informing the Board that the Auditors would hopefully be presenting their FY 2019-2020 Audit in the June 17, 2021 meeting.

President Wymer excused any Staff not needed for Action Items.

Discussion / Action Items:

A) Fire Department

1. There was a discussion regarding replacement of references to "employee" with "volunteer" in the Fire Department SOP to more accurately reflect their status. Motion to replace references to "employee" with "volunteer" made by Director Weber and seconded by Director Bonito and approved by unanimous vote.
Ayes: Bunyea, Weber, Bonito, Oberlies, and Wymer
Nays: None
Abstain: None
Absent: None
2. There was discussion regarding amending the Fire Department SOP 3602 District Coverage to simplify coverage compensation to be \$100.00 for a 24 hour shift at the station and \$25.00 for a 12 hour availability shift within the District. Motion to revise the Fire Department SOP to simplify coverage compensation to be \$100.00 for a 24 hour shift at the station and \$25.00 for a 12 hour availability shift within the District made by Director Bonito and seconded by Director Bunyea and approved by unanimous vote.
Ayes: Bunyea, Weber, Bonito, Oberlies, and Wymer
Nays: None

Abstain: None

Absent: None

A) Board

1. There was a discussion regarding District Office security. General Manager Huff will research camera systems. No action taken by the Board.

Announcements:

- A) The President discussed upcoming travel and meeting schedules.
- B) The Board discussed their travel schedules.
- C) The Staff had no announcements.


The next Regular Board Meeting will be June 17, 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 7:18 PM.



Sheila Wymer, President



Caroline V. Rimmer, Secretary