

APPROVED

Arrowbear Park County Water District

Regular Meeting

March 21, 2019

6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held March 21, 2019, at the District office, 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

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

Directors who were absent:

Director Terisa Bonito

Also present were the following:

General Manager Norman Huff
Secretary Caroline Rimmer
Field Supervisor Paul Miller
Engineer Brandon Hannay

Visitors who were present:

Ouida Rendelman

Open Session

President Bunyea called the meeting to order. Engineer Hannay led the recitation of the Pledge of Allegiance. President Bunyea certified the posting of the agenda. President Bunyea performed a roll call, Directors that were present: Bunyea, Oberlies, Weber, and Wymer. Director that was absent: Bonito.

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 months of January and February, the consent agenda was approved. Motion passed by unanimous vote.

Ayes: Bunyea, Weber, Oberlies, Wymer

Nays: None

Abstain: None

Absent: Bonito

Public Comments:

There were no public comments at this meeting.

Staff Reports:

- A) Supervisor Miller reported a total of 24 maintenance issues for the month of January and 15 maintenance issues for the month of February. In January, there were 13 customer requests to turn off/on water, 2 District initiated shut-offs, 0 District equipment repairs, 11 meters replaced, 3 meters read/re-read, 0 main repairs, 0 service line repairs, 5 customer inquiries requiring investigation, and 1 sewer issue/repair. There were also 2 new owners, 0 liens filed, 1 lien released, 64 shut-off notices, 11 non-payment shut-offs, and 17 turn-ons after water shut-off. In February, there were 14 customer requests to turn off/on water, 0

District initiated shut-offs, 0 District equipment repairs, 0 meters replaced, 0 meter reads/re-reads, 0 main repairs, 1 service line repair, 0 customer inquiries requiring investigation, and 0 sewer issues/repairs. There was also 1 new owner, 0 liens filed, 1 lien released, 60 shut-off notices, 12 non-payment shut-offs, and 8 turn-ons after water shut-off. Supervisor Miller also reported that the Technicians were currently rebuilding the hydrant replaced by the Cal Trans yard.

- B) Chief Ozias was absent and Engineer Hannay reported on the Fire Department calls for the months of January and February. In January, there were a total of 22 calls, 22 were in-District and 0 were out-of-District. In February, there were a total of 14 calls, 14 were in-District and 0 were out-of-District.
- C) General Manager Huff reported to the Board the outcome of three outstanding issues. The first was with regard to the entire Board voting for Board compensation. General Manager Huff stated that after consulting with the District's legal counsel, Brad Neufeld of Varner and Brandt, it was determined that the entire Board could vote on this issue. The second was whether the entire Board should vote on health care premiums contributions by the District and it was determined that those Board members who would be affected by a change in the District's contribution should not vote on this issue. The third was whether a Board member could vote on attendance at meetings if it was directly affecting an individual(s). It was determined that if a Board member was directly affected by the outcome of a vote, they should abstain from the discussion and voting. General Manager Huff also reported on a revision of the Vehicle Use Policy, excessive flows to the sewer treatment plant in Running Springs during the recent rain events, the audit update, a scheduled meeting with an Accountant, and whether he was going to include the Vacation/Sick/Comp accruals in the Board packets. The inclusion of the Vacation/Sick/Comp hours will be determined after a consultation with the District's legal counsel.
- D) Secretary Rimmer provided the Board with training on Parliamentary Procedure. President Bunyea excused any individuals who were not required for the balance of the meeting.

Discussion / Action Items:

A) General Manager / Fire Chief

1. There was a discussion and a motion to approve the additional Master Plan allocation of \$35,000.00 from Unrestricted Replacement -- Facilities account 3110F to 8005F for the training room / segregated dorm facilities addition at the fire station and award the contract to the best qualified bid from Mark Talbot Construction.

Motion made by Director Weber, seconded by Director Wymer and passed by unanimous vote.

Ayes: Bunyea, Weber, Oberlies, Wymer

Nays: None

Abstain: None

Absent: Bonito

B) Board

1. There was a discussion and a motion to approve the revised/amended Policy 4020 Attendance at Meetings & Board Seat Vacancy.

Motion made by Director Wymer, seconded by Director Weber and passed by unanimous vote.

Ayes: Bunyea, Weber, Oberlies, Wymer

Nays: None

Abstain: None

Absent: Bonito

2. There was a discussion but no motion for a nomination of a Director to run for SDRMA 2019 Board of Directors seat.

No action taken.

3. There was a discussion but no motion for a nomination of a Director to run for CSDA 2019 Board of Directors seat.

No action taken

4. There was a discussion regarding the consideration of adding a life insurance benefit for full-time, active employees

Motion made by Director Wymer, seconded by Director Oberlies. The Directors decided by unanimous vote to not offer this benefit.

Ayes: None

Nays: Bunyea, Weber, Oberlies, Wymer

Abstain: None

Absent: Bonito

5. There was a discussion and a motion to accept the Annual SSMP Audit as performed and presented by General Manager Huff.

Motion made by Director Wymer, seconded by Director Weber and passed by unanimous vote.

Ayes: Bunyea, Weber, Oberlies, Wymer

Nays: None

Abstain: None

Absent: Bonito

6. There was a discussion and a motion to approve Resolution #2019-3-21, the annual District investment policy review and approval.

Motion made by Director Wymer, seconded by Director Weber and passed by unanimous vote.

Ayes: Bunyea, Weber, Oberlies, Wymer

Nays: None

Abstain: None

Absent: Bonito

7. There was a discussion and a motion to approve Resolution #2019-3-21A, authorizing the District investment in LAIF with current signatories authorized on the account.

Motion made by Director Wymer, seconded by Director Weber and passed by unanimous vote.

Ayes: Bunyea, Weber, Oberlies, Wymer

Nays: None

Abstain: None

Absent: Bonito


Announcements:

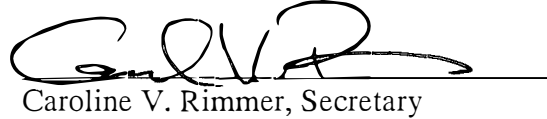
- A) President Bunyea stated he was clearing out the clogged waterway.
- B) Director Wymer stated that she apologized / did not apologize for her comments about the offering of Life Insurance to full-time, active employees.
- C) Staff set the date for the Master Plan meeting for April 25, 2019 at 6:00 PM.

The next board meeting will be April 18, 2019 at 6:30 PM.

Adjournment of Open Meeting

There being no further business, President Bunyea adjourned the meeting at 8:40 PM.


Jeffrey Mark Bunyea, President


Caroline V. Rimmer, Secretary