

APPROVED

Arrowbear Park County Water District Regular Meeting November 21, 2019 6:30 PM

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

Directors in attendance:

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

Directors who were absent:

Also present were the following:

General Manager Huff
Secretary Rimmer
Field Supervisor Miller
Chief Ozias

Visitors who were present:

Ouida Rendelman
Michelle Agosta
Todd Tviede
Wayne Clemons
Cameron Edwards

Open Session

President Bunyea called the meeting to order. Vice President Wymer 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: Wymer, Weber, Oberlies, Bonito, and Bunyea. Directors that were absent: None. Todd Tviede, the District's newest employee was introduced to the Board. He offered a brief introduction of himself and answered a few questions from Directors.

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

Ayes: Wymer, Weber, Bunyea, Oberlies, Bonito
Nays: None
Abstain: None
Absent: None

Public Comments:

There were no public comments at this meeting.

Staff Reports:

- A) Supervisor Miller reported a total of 27 maintenance issues for the month of October. There were 12 customer requests to turn off/on water, 3 District initiated shut-offs, 0

District equipment repairs, 20 meters replaced, 5 meters read/re-read, 0 main repairs, 2 service line repairs, 3 customer inquiries requiring investigation, and 2 sewer issues/repairs. There were also 8 new owners, 0 liens filed, 0 liens released, 68 shut-off notices, 19 non-payment shut-offs, and 17 turn-ons after water shut-off.

Supervisor Miller also reported that the paving was completed on Chipmunk and Squirrel and that the Technicians were placing snow poles around the hydrants.

- B) Chief Ozias reported on the Fire Department calls for the month of October. There were a total of 11 calls, 8 were in-District and 3 were out-of-District. Chief Ozias also reported that the Fire Department had the Water Tender at 2 additional wildland fires, that the Fire Department Christmas Party would be 12/19/19, and that Santa would be at the Fire Department on 12/14/19 from 10:00 AM to 2:00 PM.
- C) General Manager Huff updated the Board on the progress of the warehouse addition, that the website was updated according to LAFCO standards with regard to the Fire Department, that the paving overlay had not been completed, and that he was attending the County Utility Coordination meeting in December to find out what was scheduled to be paved by the County in Arrowbear in 2020.

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

Discussion / Action Items:

A) Fire Department

1. There was a discussion regarding reviewing/amending the Fire Department SOP 2870 – Fire Chief Job Description and Fire Department SOP 2850 – Battalion Chief Job Description. The Fire Chief recommended changing the position from a promotional position to an operational officer, changing the Incident Command System qualification requirement from 200 to also include 100 & 300, and removing the requirement to be a member of the Fire Department for two years.

A motion made was by Director Bonito to adopt the changes, and in addition, have the residency requirement be “desired” but not mandatory. The motion was seconded by President Bunyea. Motion did not pass.

Ayes: Bunyea, Bonito

Nays: Wymer, Weber

Abstain: Oberlies

Absent: None

A motion was made by Director Wymer to accept the changes suggested by Chief Ozias and keep the rest of the policy as written (including keeping the residency requirements). The motion was seconded by Director Weber. The motion passed.

Ayes: Wymer, Weber, Oberlies

Nays: Bonito

Abstain: Bunyea

Absent: None

2. There was a discussion regarding amending as needed Rules and Regulations Handbook Policy 3050 – Water Service Charges & Billing and Policy 2060 – Sewer Service Charges to comply with SB 998 requirements, effective with the billing cycle beginning January 23, 2020.

Motion to make the required changes to the policies was made by Director Bonito, seconded by Director Wymer and passed by unanimous vote.

Ayes: Wymer, Weber, Oberlies, Bonito, Bunyea

Nays: None

Abstain: None

Absent: None

Announcements:

- A) President Bunyea notified Chief Ozias of a potential volunteer for the Fire Department and of his current health conditions.
- B) The Board had no announcements.
- C) The Staff wished everyone Happy Thanksgiving and Merry Christmas and reminded the Board that there would be no December Regular Board Meeting. Chief Ozias informed the Board of the acquisition of a federal surplus vehicle that would be converted for water storage and quick strike purposes.

The next board meeting will be January 16, 2019 at 6:30 PM.

Adjournment of Open Meeting

There being no further business, President Bunyea adjourned the open meeting at 8:45 PM.



Mark Bunyea, President



Caroline V. Rimmer, Secretary