

Arrowbear Park County Water District

REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

DATE: October 20, 2016

TIME: 6:30 pm Open Session

APCWD BOARD OF DIRECTORS
P.O. Box 4045
Arrowbear Park, CA 92382-4045

POSTING: This agenda was
posted prior to 5:00 p.m. on
October 14, 2016 per Policy #5020.40

MEETING LOCATION
Water District Office
2365 Fir Drive
Arrowbear Lake, CA 92382

OPEN SESSION

- A. CALL TO ORDER – Sheila Wymer, President
- B. PLEDGE OF ALLEGIANCE TO THE FLAG
- C. AGENDA POSTING CERTIFICATION
- D. ROLL CALL
- E. CONSENT AGENDA

The following consent items are expected to be routine and non-controversial and will be acted on at one time without discussion, unless an item is withdrawn by a Board member for questions or discussion. Any person wishing to speak on the Consent or Open agenda may do so by raising his/her hand and being recognized by the President.

- A) Minutes of Regular Meeting, September 15, 2016
- B) Summary of Bank Balances / Income & Expense Summary
- C) Expense & Budget Reports
- D) Vacation and Sick Leave Balances

F. PUBLIC COMMENT

This portion of the agenda is reserved for the public to discuss matters of interest, within the District's jurisdiction, which are *not on the agenda*. For public comment on items not on the agenda, no action may be taken by the Board, except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the Board to be concise and to the point. *A time limit of five minutes per individual will be allowed.* Visitors are reminded to please refrain from making comments or talking amongst themselves while the meeting is in progress. Public comments may be made when a Discussion/Action Item is being discussed, provided the visitor raises his/her hand *and* is recognized by the President.

G. STAFF REPORTS

- A) Water & Sewer Field Operations Supervisor Miller
 - 1. Monthly Report
- B) Chief Hall
 - 1. Calls for the previous month.
 - 2. Work in Progress.

- C) General Manager Huff
 - 1. Administrative Highlights.

Excuse Staff not needed for Action Items

H. DISCUSSION / ACTION ITEMS

A) General Manager Huff

- 1. Discussion with motion to approve Resolution 2016-10-15 Adoption of the National Incident Management System (NIMS) for Fire Department response. This is a nationwide standard and many grants (including FEMA) require this as a prerequisite.
Staff Recommendation: Approve Motion
- 2. Discussion with motion to amend District Rules and Regulations 3050.120 to change the wording/name of “shut-off fee” to “shut-off order dispatch fee” to reflect the cost to the District to send an employee to shut-off services for non-payment, regardless of whether they actually shut-off services (due to customer making a last minute payment to avoid shut-off).
Staff Recommendation: Approve Motion
- 3. Discussion with motion to approve extension of Running Springs Wastewater Treatment Plant Agreement from January 20, 2017 to June 30, 2017 to provide additional time for Running Springs to study and determine the appropriate rate structure to use for the Services after the expiration of the Agreement
Staff Recommendation: Approve Motion

B) Board of Directors

- 1. Discussion with motion (as needed) regarding Directors’ attendance at Governance Training, December 8, 2016.
Staff Recommendation: Would be excellent Director training/education
- 2. Discussion with motion (as needed) regarding customer request to waive a shutoff fee, Acct. #0205.
- 3. Discussion with motion (as needed) to revise the wording and expectations for the General Manager through the General Manager Annual Evaluation regarding community outreach.

I. ANNOUNCEMENTS

- A) President
- B) Board Members
- C) Staff

The next Regular Board Meeting will be November 17, 2016 at 6:30 p.m.

ADJOURNMENT

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Caroline Rimmer, Board Secretary at (909) 867-2704 at least 48 hours before the meeting, if possible.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's office located at 2365 Fir Dr., Arrowbear Lake, during normal business hours.