

APPROVED

Arrowbear Park County Water District Regular Meeting October 17, 2019 6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held October 17, 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

Open Session

President Bunyea called the meeting to order. Vice President Weber 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.

Approval of Consent Agenda:

Director Bonito 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 September, 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 was no public comment at this meeting.

Staff Reports:

- A) Supervisor Miller reported a total of 13 maintenance issues for the month of September. There were 5 customer requests to turn off/on water, 2 District initiated shut-offs, 0 District equipment repairs, 2 meters replaced, 3 meters read/re-read, 1 main repair, 1 service line repair, 1 customer inquiry requiring investigation, and 0 sewer issues/repairs. There were also 2 new owners, 0 liens filed, 1 lien released, 62 shut-off notices, 11 non-

payment shut-offs, and 8 turn-ons after water shut-off.

Supervisor Miller reported that the pipeline connections were being completed, and that the sewer video / cleaning was completed. General Manager Huff added that he was going to attend a monthly utility coordinating meeting at the County regarding manhole raising issues.

- B) Chief Ozias reported on the Fire Department calls for the month of September. There were a total of 9 calls, 7 were in-District and 2 was out-of-District. Chief Ozias also reported that the Fire Department had the Water Tender at the Wolf Fire and that the Open House was scheduled for October 26, 2019 from 10:00 AM to 2:00 PM.
- C) General Manager Huff reported that he was reviewing the new requirements for SB 998 with the legal team for implementation on February 1, 2020. General Manager Huff also reported on the survey being done for the warehouse expansion project and that he was meeting with Kadtec to discuss drawing up building plans.

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

Discussion / Action Items:

A) General Manger Huff

1. General Manager Huff presented the budget to actual amounts for FY 2018 – 2019 and current net asset account balances as of 06/30/2019.
2. There was a discussion regarding the allocation of actual budgeted master plan surplus, unused, or over budgeted funds from FY 2018-2019 (\$183,247.86), and FY 2018-2019 budget surplus funds (\$383,074.15), to unrestricted asset accounts specified in FY 2019-2020 Unrestricted Funds Allocation Report (for a total of \$566,322.01).

Motion to allocate funds as recommended 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

B) Board

1. There was a discussion regarding reviewing / amending as needed the Fire Department SOP 2870 – Fire Chief Job Description and Fire Department SOP 2850 – Battalion Chief Job Description.

A motion was made to include a residency requirement in SOP 2850 that the Battalion Chief must reside anywhere from Green Valley Lake to Sky Forest by Director Wymer, seconded by Director Oberlies and passed by majority vote.

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

Announcements:

- A) President Bunyea had no announcements.
- B) The Board wished everyone a Happy Halloween.
- C) The Staff had no announcements.

The next board meeting will be November 21, 2019 at 6:30 PM.

Adjournment of Open Meeting

There being no further business, President Bunyea adjourned the open meeting at 8:25 PM.

Closed Session

Closed session was held pursuant to Code 54957 (b) for the purpose of discussing the annual Evaluation of Performance of the General Manager.

NOTE: Code 54957(b)(4) Closed sessions held pursuant to this subdivision *shall not* include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline.

There being no further business, President Bunyea adjourned the Closed Session at 8:53 PM.

Open Session

President Bunyea announced that there was no action taken in Closed Session.

Adjournment of Open Meeting

There being no further business, President Bunyea adjourned the meeting at 8:54 PM.



Mark Bunyea, President



Caroline V. Rimmer, Secretary