

## APPROVED

### Arrowbear Park County Water District

Regular Meeting

January 19, 2017

6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held January 19, 2017 at the Water District office, 2365 Fir Drive, Arrowbear Lake, California.

#### Directors in attendance:

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

#### Directors who were absent:

#### Also present were the following:

General Manager Huff  
Secretary Caroline Rimmer  
Fire Chief Isaiah Hall  
Field Supervisor Paul Miller

#### Visitors who were present:

Randy Rimmer  
Mathew Bunyea

#### Open Session

President Wymer called the meeting to order. Director Oberlies led the recitation of the Pledge of Allegiance. President Wymer certified the posting of the agenda. President Wymer performed a roll call, all Directors were present.

#### Approval of Consent Agenda:

Director Weber made a motion to accept the consent agenda. Second was by Director Bonito. After a brief discussion regarding the Expenses and Budget for the month of December, the Consent Agenda was approved. Motion passed by unanimous vote.

#### Public Comments:

There was no public comment.

#### Staff Reports:

- A) Supervisor Miller reported a total of 51 maintenance issues for the month of December. There were 16 turn ons after water shut off, 20 customer requests to turn off/on water, 1 District initiated shut offs, 0 District equipment repair, 0 meters replaced, 7 meter reads/re-reads, 1 main repairs, 4 service line repairs, and 2 customer inquiry requiring investigation. There were also 6 new owners, 0 lien released, 51 shut off notices and 12 non-payment shut offs. Supervisor Miller reported that the Technicians were completing minor repairs, President Wymer asked about the loss of water on a leak with Supervisor Miller stating that all non-revenue water was tracked.

- B) Chief Hall reported on the Fire Department calls for the month of December. There were a total of 22 calls, 20 were in-District and 2 were out-of-District. Chief Hall also reported that the training was going well and he had 2 new volunteers, Nick Novelich and Keith Ortiz.
- C) General Manager Huff reported that the State Water Resources Board water monitoring/testing annual review was completed, that a manual was being written for maintenance at the Treatment Plant, that the service vehicles had all had oil changes in house, and that he reviewed the slide show presented by Running Springs Water District on fair and balanced waste water methodologies and sent them his comments disputing the validity of using EDUs as a measurement for proportioning sewer costs.

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

### Discussion / Action Items:

#### A) Chief Hall

1. There was a discussion with a Motion to approve the elimination of Fire Department SOP Policy 2860, Assistant Chief and replace it with revised Fire Department SOP Policy 2850, Battalion Chief for better conformity to Mountains Division fire command structure. Motion made by Director Weber, seconded by Director Bonito and approved by unanimous vote.
2. There was a discussion to revise Compensation Policy 2150.60 and the Board Approved Salary Ranges to provide for a part-time, salaried, contract Battalion Chief instead of a part-time, salaried, contract Assistant Chief. Motion made by Director Weber, seconded by Director Bonito and approved by unanimous vote.

#### B) Board

1. Ad Hoc Committee Chairperson Wymer reported on the first meeting of the Fire Department Resource Assessment Ad Hoc Committee, stating that she received the opinions of each member of the committee and that a third meeting was scheduled for January 31, 2017 at 2:00 PM, and that the committee met with Running Springs Fire Chief George Corley and Battalion Chief Mike Vazquez, to explore contract fire services.
2. The Annual election of Board Officers was conducted for Arrowbear Park County Water District
  - a) Director Wymer asked for nominations for the 2017 Board President. Director Wymer nominated Director Bonito. Second was by Director Bunyea. A vote was held: (5) for Director Bonito. Director Bonito will be the Board President for the year 2017.
  - b) Director Wymer then asked for nominations for the 2017 Board Vice President. Director Wymer nominated Director Oberlies. Second was by Director Weber. A vote was held: (5) for Director Oberlies. Director Oberlies will be the Board Vice President for the year 2017.

The gavel was passed to the new President Bonito and she thanked former President Wymer for her work for 2016.

3. President Bonito asked for a motion to approve Caroline Rimmer as Board Secretary. Director Wymer made the motion. Second was by Director Weber. Motion passed by unanimous vote.
4. A motion was made to appoint Norman Huff, General Manager, Caroline Rimmer, Board Secretary, Rick Weber, Director, and Mark Bunyea, Director, as signers on the District bank account. Motion made by Director Wymer. Second by President Bonito. Motion passed by unanimous vote.
5. A motion was made to affirm the regular Board meeting time and day for the 3<sup>rd</sup> Thursday of each month at 6:30 PM. Motion made by Director Wymer. Second by Director Oberlies. Motion passed by unanimous vote.
6. Financing Corporation
  - a) At 7:20 PM, President Bonito adjourned the regular meeting and opened the annual Finance Corporation meeting (See Minutes for Finance Corporation). Director Wymer made a motion to appoint the newly sustained officers of the Board to be in the same positions for the Finance Corporation Board officers for the year 2017. Second was by Director Weber. Motion passed by unanimous vote.
  - b) President Bonito adjourned the Finance Corporation meeting.
  - c) Reopened the regular Board meeting at 7:22 PM.


Announcements:


- A) The President had no announcements.
- B) Board Members had no announcements.
- C) Secretary Rimmer passed out Form 700 Conflict of Interest Statements to each Board Member and requested they be returned by the next Board meeting on February 16, 2017.

The next board meeting will be February 16, 2017 at 6:30 PM

Adjournment of Open Meeting:

There being no further business, President Bonito adjourned the Regular Meeting at 7:26 PM.

  
Terisa Bonito, President

  
Caroline V. Rimmer, Secretary