

APPROVED

Arrowbear Park County Water District Regular Meeting July 20, 2023 6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held July 20, 2023, at the District office located at 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

President Terisa Bonito
Vice-President Mark Bunyea
Director Seth Burt
Director Paul Miller
Director Sheila Wymer

Directors who were absent:

None

Also present were the following:

General Manager Huff
Secretary Rimmer
Field Operations Supervisor Weber
Chief Lindley
Legal Counsel Brad Neufeld

Visitors present:

Ouida Rendelman
Craig Carpenter

Open Session

President Bonito called the meeting to order. Secretary Rimmer led the recitation of the Pledge of Allegiance. President Bonito certified the posting of the agenda. President Bonito performed a roll call, Directors that were present: Directors Miller, Wymer, Bonito, Bunyea, and Burt.
Directors that were absent: None

Public Comments:

There were no public comments.

Approval of Consent Agenda:

Director Wymer made a motion to accept the consent agenda, second was by Director Miller.
Motion passed by unanimous vote.

Ayes: Miller, Wymer, Bonito, Bunyea, and Burt

Nays: None

Abstain: None

Absent: None

Adjournment of Open Session: 6:39 PM

Closed Session began: 6:40 PM

Closed session is being held pursuant to Government Code section 54957.6, Conference with Labor negotiator. District designated representative: Brad Neufeld of Varner and Brandt.
Unrepresented employee: General Manager

Adjournment of Closed Session: 7:02 PM

Open Session began: 7:04 PM

Public announcement of action taken (if any) during Closed Session.

There was no reportable action taken by the Board in Closed Session.

Presentation by Brad Neufeld of Varner Brandt:

Legal Counsel Brad Neufeld of Varner Brandt gave a presentation for the Board for best hiring practices when interviewing candidates for the General Manager position.

President Bonito excused Brad Neufeld.

Staff Reports:

- A) Field Operations Supervisor Weber reported on the monthly maintenance issues for the month of June and concluded his report by informing the Board of continued meter box repairs/replacements.
- B) Chief Lindley reviewed the calls for the month of June and thanked the Board for coming to the Fire Fighter's Annual Picnic.
- C) General Manager Huff reported that he was working on Audit preparations, asked the Board for their input regarding inserts in the July bills notifying customers of the July rate increase, and notified the Board that the District will probably receive a substantial credit for the FY 2022 – 2023 from Running Springs Water District for the Waste Water Treatment Plant that he believes is due to the District's continuing efforts to seal manholes.

Discussion / Action Items:

A) Fire Department

- 1. There was a discussion regarding Resolution #2023-6-15, the adoption of Fire Department cost recovery fees. Chief Lindley's contact for additional explanation of how the fees would be collected was unable to be present. There was no action taken.
- 2. There was a discussion regarding allocating reserve funds from 3-3110 Unrestricted Replacement – Facilities in the amount of \$7,500.00 to 3-8005-0063 Station Modification to replace the apparatus bay door motor for Engine 271 and Water Tender 271 and finish the repair work to the driveway apron of the fire station. Motion to allocate reserve funds from 3-3110 Unrestricted Replacement – Facilities in the amount of \$7,500.00 to 3-8005-0063 Station Modification was made by Director Wymer, seconded by Vice President Bunyea, and approved by a unanimous vote.

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller.

Nays: None

Abstain: None

Absent: None

- 3. There was a discussion regarding authorizing the Fire Chief to enter into a Memorandum of Understanding (MOU), with the California Fire Foundation's (CFF), Supplying Aid to Victims of Emergency (SAVE) Program. Motion to authorize the Fire Chief to enter into a MOU with the CFF SAVE Program was made by Director Wymer, seconded by Director Burt, and approved by a unanimous vote.

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller.

Nays: None

Abstain: None

Absent: None

B) Board

4. There was a discussion regarding the IRS COVID Relief payroll tax refunds. A motion to not allocate the funds from the IRS until a detailed analysis of how the District qualified for the IRS Refund is completed was made by President Bonito, seconded by Vice President Bunyea, and approved by a unanimous vote.

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller

Nays: None

Abstain: None

Absent: None

5. There was a discussion regarding Resolution #2023-07-20 and the Lease Agreement with Leasing2, Inc. for the lease of a Skidsteer and related attachments, Sewer Jetter, and Sewer Inspection Unit. The motion to approve Resolution #2023-07-20 and the Lease Agreement with Leasing2, Inc. for the lease of a Skidsteer and related attachments, Sewer Jetter, and Sewer Inspection Unit was made by Director Miller, seconded by Director Wymer, and approved by a unanimous vote

Ayes: Miller, Wymer, Bonito, Bunyea, and Burt

Nays: None

Abstain: None

Absent: None

6. There was a discussion with a Motion to approve appointing Halliday & Co. as auditors for the FY 2022-2023 Audit and authorize General Manager Huff to execute the engagement agreement. The motion to approve appointing Halliday & Co. as auditors for the FY 2022-2023 Audit and authorize General Manager Huff to execute the engagement agreement was made by President Bonito, seconded by Director Miller, and approved by a unanimous vote

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller

Nays: None

Abstain: None

Absent: None

7. There was a discussion with a Motion to draft a new General Manager Employment Agreement. The motion to authorize Legal Counsel Brad Neufeld to draft a new General Manager Employment Agreement was made by Vice President Bunyea, seconded by Director Miller, and approved by a unanimous vote

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller

Nays: None

Abstain: None

Absent: None

8. There was a report from the Personnel Committee regarding the General Manager recruiting and transition process, requirements, dates, and milestones.

Adjournment of Open Session: 8:28 PM

The Board took a brief recess.

Closed Session began: 8:39 PM

Closed session was being held pursuant to Government Code section 54957(b)(1) to consider the appointment, employment, ... of a public employee. Position: General Manager

Adjournment of Closed Session: 10:12 PM

Open Session Began: 10:13 PM

Public announcement of action taken (if any) during Closed Session.

There was no reportable action taken by the Board in Closed Session.

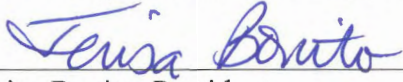
Announcements:

- A) The President had no announcements.
- B) The Board had no announcements.
- C) Staff had no announcements.

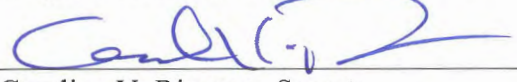
The next Regular Board Meeting will be August 17, 2023, at 6:30 PM.

Adjournment of Open Meeting

There being no further business, President Bonito adjourned the meeting at 10:22 PM.



Terisa Bonito, President



Caroline V. Rimmer, Secretary