

APPROVED

Arrowbear Park County Water District

Regular Meeting

June 18, 2020

6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held June 18, 2020, online, originating from the District office, 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

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

Directors who were absent:

None

Also present were the following:

General Manager Huff
Secretary Rimmer
Chief Ozias

Visitors who were present:

None

Open Session

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

Approval of Consent Agenda:

Director Bonito made a motion to accept the consent agenda, second was by Vice President Wymer. After a brief discussion regarding the expenses and budget for the month of May, the consent agenda was approved. Motion passed by unanimous vote.

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

Public Comments:

There were no public comments.

Staff Reports:

- A) Field Supervisor Miller was excused from the meeting. General Manager Huff reported a total of 19 maintenance issues for the month of May. There were 10 customer requests to turn off/on water, 1 District initiated shut-off, 0 District equipment repairs, 1 meter replaced, 2 meters read/re-read, 2 main repairs, 4 service line repairs, 0 customer inquiries requiring investigation, and 0 sewer issues/repairs. There were also 0 new owners, 0 liens filed, 0 liens released, 1 new connection, 29 shut-off notices, 0 non-payment shut-offs, and 0 turn-ons after water shut-off. General Manager Huff also reported that the manhole raising was completed and good progress was being made on the Cougar / Evergreen Pipeline Project.

- B) Chief Ozias reported on the Fire Department calls for the month of May. There were a total of 7 calls, 6 were in the District, and 1 was out of the District. Chief Ozias reported that the newer volunteers were beginning Fire Fighter I training, that the Quick Response vehicle was nearing completion, and the District was paid on the Tick Fire.
- C) General Manager Huff reported to the Board that Running Springs Water District requested to purchase additional water, Kadtec Engineering completed plans for the new warehouse and concrete foundation, training and installation for the new accounting software was completed, and that the Auditors would present their FY 18-19 Audit at the July Board Meeting.

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

Discussion / Action Items:

A) Chief Ozias

- 1. There was a discussion to approve Resolution #2020-6-18-A, the annual adoption of the National Incident Management System (NIMS). Motion to approve Resolution #2020-6-18-A was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.

Ayes: Wymer, Bunyea, Bonito Oberlies, Weber

Nays: None

Abstain: None

Absent: None

- 2. There was a discussion to approve Resolution #2020-6-18-B, the annual adoption of the Terms and Conditions for Personnel Assigned to an Emergency Incident (CalOES). Motion was made to approve Resolution #2020-6-18-B, the annual adoption of the Terms and Conditions for Personnel Assigned to an Emergency Incident (CalOES), by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.

Ayes: Wymer, Bunyea, Oberlies, Bonito, Weber

Nays: None

Abstain: None

Absent: None

B) Board

- 1. There was a discussion regarding who to vote for to vote for, for CSDA's 2021 Board of Director's election. Motion was made to vote for candidate Arlene Schafer for CSDA's 2021 Board of Director's election was made by Vice President Wymer, seconded by Director Bonito and passed by unanimous vote.

Ayes: Wymer, Bunyea, Bonito Oberlies, Weber

Nays: None

Abstain: None

Absent: None

- 2. The Board performed the biennial review of the District's Conflict of Interest Code. Motion was made by Director Bonito to approve/confirm the District's Conflict of Interest Code as written in Policy 1020, with no provisions or amendments needed, seconded by Vice President Wymer, and passed by unanimous vote.

Ayes: Wymer, Bunyea, Bonito Oberlies, Weber

Nays: None

Abstain: None

Absent: None

3. There was a discussion to approve the COLA 2.5% increase for FY 2020-2021.
Motion to approve the COLA 2.5% increase for FY 2020-2021 was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.
Ayes: Wymer, Bunyea, Bonito Oberlies, Weber
Nays: None
Abstain: None
Absent: None
4. There was a discussion to approve a 2.0% Merit increase for FY 2020-2021. Motion to approve a 2.0% Merit increase for FY 2020-2021 was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.
Ayes: Wymer, Bunyea, Bonito Oberlies, Weber
Nays: None
Abstain: None
Absent: None
5. There was a discussion to amend Policy #4030.10 to include payment of Director's Fee for mandatory training (effective 07/01/2020). Motion to amend Policy #4030.10 to include payment of Director's Fee for mandatory training (effective 07/01/2020), was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.
Ayes: Wymer, Bunyea, Bonito Oberlies, Weber
Nays: None
Abstain: None
Absent: None
6. There was a discussion to maintain the current amount and frequency for payment of Directors Fees per Ordinance 2014-11-20B with District approved COLA per Section 4 for FY 2020-2021. Motion to maintain the current amount and frequency for payment of Directors Fees per Ordinance 2014-11-20B with District approved COLA per Section 4 for FY 2020-2021 was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.
Ayes: Wymer, Bunyea, Bonito Oberlies, Weber
Nays: None
Abstain: None
Absent: None
7. There was a discussion to approve the Salary Ranges for FY 2020-2021 with the expansion of the Field Operations Supervisor's range by 2%. Motion to approve the Salary Ranges for FY 2020-2021 with the expansion of the Field Operations Supervisor's range by 2% was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.
Ayes: Wymer, Bunyea, Bonito Oberlies, Weber
Nays: None
Abstain: None
Absent: None

8. There was a discussion to approve the Appropriations Limit Resolution #2020-6-18-C. Motion to approve the Appropriations Limit Resolution #2020-6-18-C was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.
Ayes: Wymer, Bunyea, Bonito Oberlies, Weber
Nays: None
Abstain: None
Absent: None
9. There was a discussion to approve the Sewer Standby Charges Resolution #2020-6-18-D. Motion to approve the Sewer Standby Charges Resolution #2020-6-18-D was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.
Ayes: Wymer, Bunyea, Bonito Oberlies, Weber
Nays: None
Abstain: None
Absent: None
10. There was a discussion to approve the Water Standby Charges Resolution #2020-6-18-E. Motion to approve the Water Standby Charges Resolution #2020-6-18-E was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.
Ayes: Wymer, Bunyea, Bonito Oberlies, Weber
Nays: None
Abstain: None
Absent: None
11. There was a discussion to approve the Agreement for the Collection of Special Taxes, Fees, and Assessments with the County of San Bernardino for FY 2020-2021. Motion to approve the Agreement for the Collection of Special Taxes, Fees, and Assessments with the County of San Bernardino for FY 2020-2021 was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.
Ayes: Wymer, Bunyea, Bonito Oberlies, Weber
Nays: None
Abstain: None
Absent: None
12. There was a discussion to approve the allocation of budgeted master plan surplus, unused, or over budgeted funds from FY 2019-2020 (estimated \$51,000.00) and FY 2019-2020 budget surplus funds (estimated \$257,000.00) to unrestricted asset accounts specified in FY 2020-2021 Unrestricted Funds Allocation Report (for a total of an estimated \$308,000.00). The actual amounts will be distributed in a like manner upon close of FY 2019-2020. Motion to approve the allocation of budgeted master plan surplus, unused, or over budgeted funds from FY 2019-2020 (estimated \$51,000.00) and FY 2019-2020 budget surplus funds (estimated \$257,000.00) to unrestricted asset accounts specified in FY 2020-2021 Unrestricted Funds Allocation Report (for a total of an estimated \$308,000.00), was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.

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

13. There was a discussion to approve the allocation of FY 2020-2021 master plan funds from unrestricted asset accounts to master plan expense accounts as specified in FY 2020-2021 Unrestricted Funds Allocation Report. Motion to approve the allocation of FY 2020-2021 master plan funds from unrestricted asset accounts to master plan expense accounts as specified in FY 2020-2021 Unrestricted Funds Allocation Report was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.

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

14. There was a discussion to approve the proposed budget for FY 2020-2021. Motion to approve the proposed budget for FY 2020-2021 was made by Director Bonito, seconded by Vice President Wymer, and passed by unanimous vote.

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

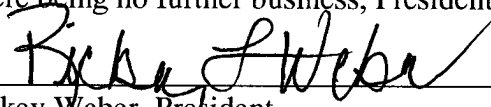
Announcements:

- A) The President had no announcements.
- B) The Board discussed the re-opening of some businesses.
- C) The Staff had no announcements.

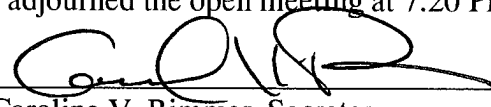
The next Regular Board Meeting will be July 16, 2020, at 6:30 PM. This meeting will be an on-line Zoom meeting.

Adjournment of Open Meeting

There being no further business, President Weber adjourned the open meeting at 7:20 PM.



Rickey Weber, President



Caroline V. Rimmer, Secretary