

APPROVED

Arrowbear Park County Water District Regular Meeting August 19, 2021 6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held August 19, 2021, at the District office located at 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

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

Directors who were absent:

None

Also present were the following:

General Manager Huff
Secretary Rimmer
Field Operations Supervisor Weber
Chief Ozias
Battalion Chief Lindley

Visitors who were present:

None

Open Session

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

Approval of Consent Agenda:

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

Ayes: Bonito, Weber, Bunyea, Oberlies, and Wymer

Nays: None

Abstain: None

Absent: None

Public Comments:

There were no public comments.

Staff Reports:

- A) Field Operations Supervisor Weber reported a total of 20 maintenance issues for the month of July. There were 7 customer requests to turn off/on water, 1 District initiated shut-off, 0 District equipment repairs, 1 meters replaced, 3 meters read/re-read, 2 main repairs, 5 service line repairs, 1 customer inquiry requiring investigation, and 1 sewer issue/repair. There were also 9 new owners, 1 lien filed, 1 lien released, 39 shut-off notices, 1 non-payment shut-off (unoccupied), and 4 turn-ons after water shut-off. Field Operations Supervisor Weber also reported that a hot tap was performed on the new 6"

AC line on Lone Pine and Deerlick Drive, that 9 new service lines were installed, and gave the measurements for how many feet of new pipe and new service line was installed.

- B) Chief Ozias reported on the Fire Department calls for the month of July. There were a total of 11 calls, 9 were in the District, and 2 were out of the District. Chief Ozias reported that he promoted Volunteer Firefighter Nathan Kahlen, that he brought on an additional volunteer, Armando Garamundo, as a Captain, and that the new dual-pane windows were being completed that will provide significantly better insulation.
- C) General Manager Huff reported to the Board that Utility Worker Michael Vincent Schultz had completed his 90 day probationary period, Utility Worker Matthew O'Shea completed a 9 credit water treatment course, and Jason Weber was promoted to Field Operations Supervisor. General Manager Huff also reported he attended a pipeline replacement webinar, made contact with RCAC and applied with SWRCB for funding for the District for a water Rate Study. General Manager Huff reported that staff was wrapping up the 2020-2021 fiscal year, that the District received the final Waste Water Treatment Plant facility bill for FY 2020-2021 and that he sent out a Request for Proposals (RFP), for an Auditor. General Manager Huff concluded his report by informing the Board that the District was closely monitoring the well levels and that they were normal for this time of year.

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

Discussion / Action Items:

A) Fire Department

1. There was a discussion to revise the fire Department SOP 3602 District Coverage to clarify availability coverage and add compensation for 12-hour shifts. A motion to accept the clarification of availability shifts, add compensation for 12-hour shifts, and strike "6 hour shift" from SOP 3602 was made by Director Bonito, seconded by Director Weber, and passed by unanimous vote.

Ayes: Bonito, Weber, Bunyea, Oberlies, and Wymer

Nays: None

Abstain: None

Absent: None

Adjournment of Open Session: 7:02 PM

The Board took a brief recess.

Closed Session began: 7:04 PM

Closed Session was held pursuant to Code 54957(b) for the purpose of performing 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.

Adjournment of Closed Session: 7:15 PM

Open Session began: 7:17 PM

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

President Wymer announced that the Board took no action during the Closed Session.

Discussion / Action Items:

A) Board

1. There was a discussion by the Board to extend the General Manager's contract for a one year period and to approve the merit increase for FY 2021-2022. A motion to extend the General Manager's contract for an additional year and approve the merit increase for FY 2021-2022 was made by Director Bonito, seconded by Director Bunyea, and passed by unanimous vote.

Ayes: Bonito, Weber, Bunyea, Oberlies, and Wymer

Nays: None

Abstain: None

Absent: None

Announcements:

A) The President had no announcements.

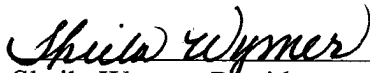
B) The Board had no announcements.

C) The Staff had no announcements.

The next Regular Board Meeting will be September 16, 2021, at 6:30 PM.

Adjournment of Open Meeting

There being no further business, President Wymer adjourned the meeting at 7:32 PM.



Sheila Wymer, President



Caroline V. Rimmer, Secretary