

APPROVED

Arrowbear Park County Water District Regular Meeting June 17, 2021 6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held June 17, 2021, online, originating from the District office, 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
Chief Ozias
Battalion Chief Lindley

Visitors who were present:

None

Open Session

President Wymer called the meeting to order. General Manager Huff 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 Oberlies, Weber, Bunyea, Bonito, 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 Bunyea. 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: Oberlies, Weber, Bunyea, Bonito, and Wymer

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 16 maintenance issues for the month of May. There were 8 customer requests to turn off/on water, 1 District initiated shut-off, 2 District equipment repairs, 3 meters replaced, 2 meters read/re-read, 1 main repair, 2 service line repairs, 0 customer inquiries requiring investigation, and 0 sewer issues/repairs. There were also 6 new owners, 1 lien filed, 0 liens released, 35 shut-off notices, 2 non-payment shut-offs (unoccupied), and 4 turn-ons after water shut-off. General Manager Huff also reported on the progress of the Deer Lick project and the issues the Technicians have been dealing with such as material

acquisition and unknown factors when reviewing the connections on the pipeline installed in 1989. General Manager Huff concluded the report notifying the Board that the materials came in for the Sewer Lift Station valve project.

- B) Chief Ozias reported on the Fire Department calls for the month of May. There were a total of 12 calls, 10 were in the District, and 2 were out of the District. Chief Ozias reported that the new ISO Ratings Report would be coming out in mid-July. Director Bonito requested that a representative from the Fire Department attend the Mountain Rim Fire Safe Council Meeting on Tuesday, June 22, 2021 at 11:00 AM at Station 91. Chief Ozias concluded his report by informing the Board that the annual Arrowbear Lake Fire Fighter's Association Picnic would to be held August 21, 2021 at Tucker Field in Arrowbear.
- C) General Manager Huff reported to the Board that the Auditors needed additional time for audit researching and the Audit should be presented at the July 15, 2021 Board Meeting. General Manager Huff also reported that the insurance quote for the District's Property, Auto, and Liability Renewals much higher than expected (a 73% increase). General Manager Huff is researching additional options with SDRMA and a JPA that Inland County Insurance referred. General Manager Huff concluded his report by informing the Board that the COVID-19 Restrictions that were in place had been lifted and the Brown Act suspensions regarding in-person meetings would be lifted completely on September 30, 2021, and that the District prepared a State Water Resource Board recommended Drought Notice that would be included in the June 2021 bill.

President Wymer 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 #2021-6-17-A, the annual adoption of the National Incident Management System (NIMS). Motion to approve Resolution #2021-6-17-A was made by Director Bonito, seconded by Director Weber, and passed by unanimous vote.
Ayes: Weber, Oberlies, Bunyea, Bonito, and Wymer
Nays: None
Abstain: None
Absent: None
2. There was a discussion to approve Resolution #2021-6-17-B, the annual adoption of the Terms and Conditions for Personnel Assigned to an Emergency Incident (CaOES). 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 (CaOES), by Director Weber, seconded by Director Bonito, and passed by unanimous vote.
Ayes: Weber, Bunyea, Bonito, Wymer, and Oberlies
Nays: None
Abstain: None
Absent: None
3. There was a discussion to allocate \$7,419.44 from 3-3100 (Unrestricted Replacement – Facilities) to 3-8005 (Replacement Expense – Facilities) for weatherization improvements at the fire station (Crestline Glass - \$4,419.44 for replacement of all single pane windows with dual glaze, low-e windows and Apple Valley Insulation - \$3,000.00 for 2 ML 12' x 200' cover existing and R-30 blow-in, non-compactable, 10"

insulation). Motion made to allocate \$7,419.44 from 3-3100 (Unrestricted Replacement – Facilities) to 3-8005 (Replacement Expense – Facilities) for weatherization improvements at the fire station by Director Bonito and seconded by Director Weber, and passed by unanimous vote.

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

Nays: None

Abstain: None

Absent: None

4. There was a discussion regarding extending the Part-time Fire Chief Ozias' Employment Agreement through December 31, 2021 (current Agreement expires June 30, 2021). Motion made to extend the Part-time Fire Chief Ozias' Employment Agreement through December 31, 2021 by Director Weber and seconded by Director Bonito and passed by a majority vote.

Ayes: Weber, Wymer, Oberlies, and Bonito

Nays: Bunyea

Abstain: None

Absent: None

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

B) Board

1. There was a discussion regarding who to vote for CSDA's 2022-24 Board of Director's election. Motion was made to vote for candidate Rickey Manbahal for CSDA's 2022-24 Board of Director's election and was made by Director Bonito, seconded by Director Weber and passed by unanimous vote.

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

Nays: None

Abstain: None

Absent: None

2. There was a discussion regarding amending Policy 2150.25.1 to change COLA CPI-W reference index from the Los Angeles Region to the Riverside-San Bernardino-Ontario Region. Motion was made to change COLA CPI-W reference index from the Los Angeles Region to the Riverside-San Bernardino-Ontario Region by Director Bonito and seconded by Director Weber and passed by unanimous vote.

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

Nays: None

Abstain: None

Absent: None

3. There was a discussion to approve the COLA 4.1% increase for FY 2021-2022. Motion to approve the COLA 4.1% increase for FY 2021-2022 was made by Director Bonito, seconded by Director Weber, and passed by unanimous vote.

Ayes: Weber, Bunyea, Bonito Oberlies, Wymer

Nays: None

Abstain: None

Absent: None

4. There was a discussion to approve a 0.9% Merit increase for FY 2021-2022. Motion to approve a 0.9% Merit increase for FY 2021-2022 was made by Director Bonito, seconded by Director Weber, and passed by unanimous vote.
Ayes: Weber, Bunyea, Bonito Oberlies, and Wymer
Nays: None
Abstain: None
Absent: None
5. There was a discussion to maintain the current amount and frequency for payment of Directors Fees per Ordinance 2014-11-20B with the approved COLA per Section 4 for FY 2021-2022. Motion to maintain the current amount and frequency for payment of Directors Fees per Ordinance 2014-11-20B with the approved COLA per Section 4 for FY 2021-2022, was made by Director Weber, seconded by Director Bonito, and passed by unanimous vote.
Ayes: Weber, Bonito, Oberlies, Wymer, and Bunyea
Nays: None
Abstain: None
Absent: None
6. There was a discussion to approve Salary Ranges for FY 2021-2022 with an increase in the Part-time Fire Chief monthly salary to \$2,500.00 and an increase in the Part-time Battalion Chief monthly salary to \$1,250.00, effective July 1, 2021. Motion to approve Salary Ranges for FY 2021-2022 with an increase in the Part-time Fire Chief monthly salary to \$2,500.00 and an increase in the Part-time Battalion Chief monthly salary to \$1,250.00, effective July 1, 2021, was made by Director Bonito, and seconded by Director Weber, and passed by unanimous vote.
Ayes: Weber, Bonito, Wymer, Oberlies, and Bunyea
Nays: None
Abstain: None
Absent: None
7. There was a discussion to approve the Appropriations Limit Resolution #2021-6-17-C. Motion to approve the Appropriations Limit Resolution #2021-6-17-C was made by Director Bonito, seconded by Director Weber, and passed by unanimous vote.
Ayes: Weber, Bunyea, Bonito, Wymer, and Oberlies
Nays: None
Abstain: None
Absent: None
8. There was a discussion to approve the Sewer Standby Charges Resolution #2021-6-17-D. Motion to approve the Sewer Standby Charges Resolution #2021-6-17-D was made by Director Bonito, seconded by Director Weber, and passed by unanimous vote.
Ayes: Weber, Bunyea, Bonito, Wymer, and Oberlies
Nays: None
Abstain: None
Absent: None

9. There was a discussion to approve the Water Standby Charges Resolution #2021-6-17-E. Motion to approve the Water Standby Charges Resolution #2021-6-17-E was made by Director Bonito, seconded by Director Weber, and passed by unanimous vote.
Ayes: Weber, Bunyea, Bonito, Wymer, and Oberlies
Nays: None
Abstain: None
Absent: None
10. 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 2021-2022. Motion to approve the Agreement for the Collection of Special Taxes, Fees, and Assessments with the County of San Bernardino for FY 2021-2022 was made by Director Bonito, seconded by Director Weber, and passed by unanimous vote.
Ayes: Weber, Bunyea, Bonito, Wymer, and Oberlies
Nays: None
Abstain: None
Absent: None
11. There was a discussion to approve the allocation of budgeted master plan surplus, unused, or over-budgeted funds from FY 2020-2021 (estimated \$9,176.38) and FY 2020-2021 budget surplus funds (estimated \$268,000.00) to unrestricted asset accounts specified in FY 2021-2022 Unrestricted Funds Allocation Report (for a total of an estimated \$277,176.38). The actual amounts will be distributed in a like manner upon close of FY 2020-2021. Motion to approve the allocation of budgeted master plan surplus, unused, or over budgeted funds from FY 2020-2021 (estimated \$9,176.38) and FY 2020-2021 budget surplus funds (estimated \$268,000.00) to unrestricted asset accounts specified in FY 2021-2022 Unrestricted Funds Allocation Report (for a total of an estimated \$277,176.38), was made by Director Bonito, seconded by Director Bunyea, and passed by unanimous vote.
Ayes: Weber, Bunyea, Bonito, Wymer, and Oberlies
Nays: None
Abstain: None
Absent: None
12. There was a discussion to approve the FY 2021-2022 Master Plan with allocation of FY 2021-2022 Master Plan funds from unrestricted asset accounts to Master Plan expense accounts specified in FY 2021-2022 Unrestricted Funds Allocation Report (\$234,674.01). Motion to approve the FY 2021-2022 Master Plan with allocation of FY 2021-2022 Master Plan funds from unrestricted asset accounts to Master Plan expense accounts specified in FY 2021-2022 Unrestricted Funds Allocation Report was made by Director Bonito, seconded Director Weber, and passed by unanimous vote.
Ayes: Weber, Bunyea, Bonito, Wymer, and Oberlies
Nays: None
Abstain: None
Absent: None

13. There was a discussion to approve the proposed budget for FY 2021-2022. Motion to approve the proposed budget for FY 2021-2022 was made by Director Bonito, seconded by Director Weber, and passed by unanimous vote.

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

Nays: None

Abstain: None

Absent: None

14. There was a discussion to issue a Request for Proposal (RFP), to solicit proposals from accounting / audit firms to provide the District with audit services. Motion made to issue a Request for Proposal (RFP), to solicit proposals from accounting / audit firms to provide the District with audit services by Director Bonito and seconded by Director Bunyea, and passed by unanimous vote.

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

Nays: None

Abstain: None

Absent: None

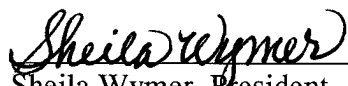
Announcements:

- A) The President reiterated that she wanted an agenda item placed on the July Agenda for further discussion on the personnel issues regarding the position of Part-time Fire Chief and of the Board discussing amending the policy that dictates which District positions are Board appointed.
- B) The Board had no announcements.
- C) The Staff had no announcements.

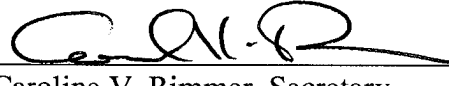
The next Regular Board Meeting will be July 15, 2021, at 6:30 PM. This meeting will be an in-person meeting.

Adjournment of Open Meeting

There being no further business, President Wymer adjourned the open meeting at 8:13 PM.



Sheila Wymer, President



Caroline V. Rimmer, Secretary