

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
September 16, 2020**

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, September 16, 2020 at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California, and through teleconference.

The following Directors were present at the District:

Tony Grabow, President
Errol Mackzum, Vice-President
Mike Terry, Director
Bill Conrad, Director
Mark Acciani, Director

Also present at the District were the following:

Ryan Gross, General Manager
Amie R. Crowder, Board Secretary/Treasurer/Administration Supervisor
Trevor Miller, Operations Manager
Cindy Strebel, Battalion Fire Chief

The following were present through teleconference:

Ward Simmons, Legal Counsel, Best, Best & Krieger

The following were absent:

Mike Vasquez, Fire Chief

The following visitors were present at the District:

Denise Acciani, Resident
Deanna Martin, St. Anne in the Mountains Parish Council President

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order, Roll Call and Pledge of Allegiance

The Running Springs Water District Regular Board Meeting was called to order at 9:00 A.M. by President Tony Grabow. Pledge of Allegiance was led by Vice-President Errol Mackzum.

2. Recognize and Hear from Visitors/Public Comment

Visitor Deanna Martin, Parish Council President of St. Anne in the Mountains introduced herself.

3. Public Hearing and Consideration to Allow or Overrule any or all Objections or Protests to the Proposed Removal of Weeds and/or Wastes that have been Declared as a Public Nuisance

A. Open Public Hearing: The Public Hearing was opened at 9:02 A.M. by President Grabow.

B. Fire Chief's Report: Battalion Chief Cindy Strebel reported on the Hazard Abatement Program and the new software program being used that benefits the community through fire safety compliance. Battalion Chief Strebel shared that the new software program has eliminated errors, particularly with customer property lines.

C. Written Objections or Protests: None Received

D. Oral Objections or Protests: None Received

E. Board Discussion: Director Acciani requested a quantitative comparison of the Hazard Abatement Program, using the new software, for the benefits to the Fire Department in comparison from this year to the prior year. Manager Gross and Battalion Chief Strebel explained that this data will not be available for comparison until next year though confirmed there are considerably less errors with customer property lines.

F. Close Public Hearing: The Public Hearing was closed at 9:12 A.M. by President Grabow and the visitor was excused from the meeting.

Manager Gross stated there were nineteen hundred ninety (1,919) initial non-compliant properties with three hundred ninety-seven (397) fourteen (14) day fine notices mailed. Manager Gross reported \$6,700 has been collected this year to date; and there was an increase in the fee from \$225 to \$250. Discussion continued regarding the Hazard Abatement Program and Manager Gross said the recommendation to the Board is to move forward with warrants and removing the public nuisance of non-compliant properties.

G. Consider allowing or overruling any or all objections or protests to the proposed removal of weeds and/or wastes that have been declared a public nuisance, whereupon the Board of Directors shall acquire jurisdiction to proceed and perform the work of removing the public nuisance using Reliable Raul

Manager Gross confirmed there are no objections or protests to the proposed removal of weeds and/or wastes that have been declared a public nuisance. Manager Gross confirmed Reliable Raul was the lowest bid received for the Hazard Abatement Program.

Upon **motion** by Vice-President Mackzum, **second** by Director Conrad and **carried by a 5 to 0 vote**, Whereupon the Board of Directors Shall Acquire Jurisdiction to Proceed and Perform the Work of Removing the Public Nuisance using Reliable Raul, was approved.

4. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures and Review Reserves

Vice-President Mackzum requested clarification regarding the credit card charge on page 12 of the Board Packet. Manager Gross explained the credit card transaction is in relation to a recent theft at the Wastewater Treatment Plant and, one of the items stolen being rented from Home Depot. Manager Gross explained the charge was to pay our Home Depot charge account for the item that was stolen. Manager Gross confirmed that a claim was submitted to our insurance company for this incident.

C. Consider Adopting Resolution No. 12-20, authorizing the Fire Chief to renew the Cooperative Agreement for the USDA Forest Service Federal Excess Property (FEPP) Program

Upon motion by Director Terry, second by Vice-President Mackzum and carried by a 5 to 0 vote, the Consent Items were approved.

5. Action Items

The following action items will be considered individually, and each require a motion by the Board of Directors for action.

A. Consider Request from St. Anne's Parish Council

Manager Gross introduced Deanna Martin, a member of the St. Anne's church and reviewed the email he sent to the Parish Council of St. Anne's in the Mountains on September 1, 2020 regarding our Wastewater Treatment access road, and that the primary hinderance of this project moving forward is that the Parish Council is asking the District to pave their 12,000 sq. ft. parking lot. Based on the bids the District has received, it will cost the District approximately \$25,000. Various discussion regarding the current easement, location in which District vehicles travel through this easement, the appropriateness of this request, and different options that would benefit the Church and the District equally continued. An Ad Hoc Committee consisting of Director Conrad, Director Acciani and Manager Gross was organized to meet onsite with appropriate members of the Parish Council, to walk the property and discuss additional options.

No action was taken.

B. Consider Awarding Construction Contract for the Wastewater Treatment Plant Upper Access Road Realignment Project

Manager Gross presented the location of the realignment project, the four bids that were reviewed for this project, and explained that this project would be contingent upon the easement negotiations with St. Anne's in the Mountains. Manager Gross suggested the contract be awarded to Bacon/Wagner Excavating, Inc. for their low bid of \$38,370. Minimal discussion continued.

Upon motion by President Grabow, second by Director Terry and carried by a 5 to 0 vote, Awarding Construction Contract for the Wastewater Treatment Plant Upper Access Road Realignment Project not to exceed \$38,370 with necessary change orders up to 15-percent, contingent upon coming to an agreement with St. Anne's Parish Council, was approved.

C. Consider Approving Additional Design Fee for the Nob Hill Water Facilities Improvements Project with Albert A. Webb Associates

Manager Gross presented the additional design fee proposal from Albert A. Webb Associates for the Nob Hill Water System Improvements project.. Manager Gross clarified that this action item is only for replacement of the hydropneumatic pumping system. Manager Gross was provided and shared that he would like the bid process to begin around November 2020 and award the project in the Spring of 2021. Minimal discussion continued.

Upon motion by Director Acciani, second by Director Conrad and carried by a 5 to 0 vote, Approving Additional Design Fee for the Nob Hill Water Facilities Improvements Project with Albert A. Webb Associates not to exceed \$28,000, was approved.

D. Consider Request from Running Springs Area Chamber of Commerce

Manager Gross presented the request from the Running Springs Area Chamber of Commerce requesting to use the downtown property through October 2020. Minimal discussion continued.

Upon motion by Director Conrad, second by Director Acciani and carried by a 5 to 0 vote, Approving Request from the Running Springs Area Chamber of Commerce, was approved.

E. Consider Approving Customer Service Field Representative Position

Manager Gross presented the Customer Service Field Representative position, outlining that this is an entry-level position and the various responsibilities this position will have. Manager Gross continue to discuss both the monetary and

operational efficiencies this position will provide to the District. Minimal discussion continued.

Upon **motion** by Director Conrad, **second** by Director Terry and **carried by a 5 to 0 vote**, Approving Customer Service Field Representative Position, was approved.

6. General Manager's Report

Manager Gross presented the District is currently recruiting a Wastewater Collection Lead Operator position. The District has received three applications in total.

Manager Gross presented that he has been in communication with Lewis Murray, Representative to Board of Supervisor Janice Rutherford, regarding the District's vacant Board positions. Lewis Murray is looking to the District to provide a Recommendation. The Board of Supervisors will then approve the recommendation for Director Terry. Vice President Mackzum shared that he would like to stay; and will give an appropriate notice of resignation when he can no longer fulfill his responsibility as a Board of Director.

Manager Gross presented that the District is on the cusp of being considered an Urban Water Supplier may need to prepare an Urban Water Management Plan. To save the District funds, the District will be working on updating the previous Urban Water Management Plan.

Manager Gross and Trevor Miller, Operations Manager presented that the inspection with the State Water Board was positive. The inspector provided helpful feedback and the District is currently waiting for his final report.

Manager Gross and Trevor Miller, Operations Manager, shared that the new Sewer Collection Video Inspection Vehicle successfully completed 1,600-feet of video inspection on Easy Street.

Supervisor Crowder shared that the District currently has 13 new residential construction projects in progress and 4-incoming. In addition, the District averages one call per day on individuals inquiring about building on empty lots. In addition, Supervisor Crowder shared that the District has had 95-real estate closings this fiscal year, up 20-closings from the prior fiscal year.

Manager Gross provided an updated on the Wastewater Treatment Plant construction project currently in progress.

7. Report from Legal Counsel

Ward Simmons, Legal Counsel, Best, Best & Krieger shared that the Legislature added a provision to the Brown Act. The new provision allows Board Members to use social media, to seek, provide, and solicit information. However, it prohibits Board Members from

responding to each other if they are on the same social media platform; for example, Board Members cannot “like” or “dislike” something on social media.

Ward Simmons continued to share the Supreme court’s decision to not hear the case on the Voter Initiative in the County of San Francisco. For now, it is ok to have a Voter Initiative to increase Special Tax for a fire department, for example. The Voter initiative can be adopted by 51% or two-thirds vote.

Howard Jarvis Association stated they were turned down by the Public Court on their Fire Tax, as it pertains to the refund portion of the lawsuit, due to a technicality and this challenge is complete for now.

8. Board Member Comments/Meetings

Vice-President Mackzum inquired about the Fire Tax and if this was part of the County’s assessment, or if there is a new measure being presented. Manager Gross confirmed he would research this and present back to the Board.

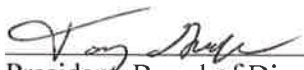
Vice-President Mackzum inquired if the District has any Fire Department employees assigned to the current fires in California. Battalion Chief confirmed that Fire Chief Mike Vasquez is assigned as the Branch Director at Angeles Oaks.

President Grabow briefly discussed the elections and Proposition 15. Minimal discussion occurred.

9. Meeting Adjourned

The meeting was adjourned at 10:40 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District