

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
September 20, 2023

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, September 20, 2023, 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
Bill Conrad, Vice-President
Mark Acciani, Director

The following Directors were absent:

Mike Terry, Director
Laura Dyberg, Director

Also present at the District were the following:

Ryan Gross, General Manager
Andy Grzywa, Fire Chief
Rick Ellsberry, Battalion Fire Chief
Dixi Willemse, Administrative Assistant (left at 9:14 A.M.)
Ward Simmons, Legal Counsel, Best Best & Krieger, LLP
Amie R. Crowder, Secretary to the Board/Administration Supervisor

No visitors were present at the District.

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The Running Springs Water District Board Meeting was called to order at 9:00 A.M. by President Grabow. Battalion Chief Rick Ellsberry led the assembly in the Pledge of Allegiance.

2. Recognize and Hear from Visitors/Public Comment

No Visitors Present

3. Approval of Consent Items

1. Approve Meeting Minutes

2. Ratify Expenditures

Vice-President Conrad asked for clarification on the Accounts Payable Check Register. Secretary Crowder provided explanation.

Upon motion by Vice-President Conrad, second by Director Acciani and carried by a 3 to 0 vote, the Consent Items were approved.

4. A Public Hearing to Consider Allowing or Overruling Any or All Objections or Protests to the Proposed Removal of Weeds and/or Wastes Whereupon the Board of Directors Shall Acquire Jurisdiction to Proceed and Perform the Work of Removing the Public Nuisance

1. Open Public Hearing

The Public Hearing was opened at 9:07 A.M. by President Grabow

2. Fire Chief's Report

General Manager Gross, Fire Chief Grzywa, and Fire Administration Assistant Dixi Willemse reported on the Running Springs Fire Department Hazard Abatement Program. Ms. Willemse stated that four written complaints have been received. Dixi provided the following statistics:

2,097 initial notices were mailed in July 2023
1,697 properties were cleared by August 2, 2023
30 additional notices were mailed
413 14-day notices were mailed
89 properties have been reinspected and cleared
54 properties are still in progress to be cleared

Fees paid for 2023 were \$4,280.00

3. Written Objections or Protests

Four written objections were received. Three were resolved on Monday, September 18th, 2023 and one was resolved on Wednesday, September 20th, 2023.

4. Oral Objections or Protests

No oral objections or protests were received.

5. Board Discussion

None

6. Close Public Hearing

The Public Hearing was closed at 9:14 A.M. by President Grabow.

7. Consider Allowing or Overruling Any or All Objections or Protests to the Proposed Removal of Weeds and/or Wastes Whereupon the Board of Directors Shall Acquire Jurisdiction to Proceed and Perform the Work of Removing the Public Nuisance Using the Lowest Bidder

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.

Upon motion by Vice-President Conrad, second by Director Acciani and carried by a 3 to 0 vote, Whereupon the Board of Directors Shall Acquire Jurisdiction to Proceed and Perform the Work of Removing the Public Nuisance Using the Lowest Bidder, was approved.

B. Consider Authorizing Continued Participation in the Voluntary Rate Range Program (VRRP) Intergovernmental Transfer (IGT) Program – Federal Matching Funds for Emergency Medical Transportation

Manager Gross summarized the details of the Voluntary Rate Range Program (VRRP) Intergovernmental Transfer Program (IGT) and requested authorization to continue the District's participation. Also summarized was the net additional funding the Fire Department has received from this program.

Upon motion by Director Acciani, second by Vice-President Conrad and carried by a 3 to 0 vote, Authorizing Continued Participation in the Voluntary Rate Range Program Intergovernmental Transfer Program, was approved.

C. Consider Approving Lease Agreement for Dog Park and Finding Project Categorically Exempt Pursuant to California Environmental Quality Act (CEQA) Guidelines Sections 15301, 15303, and 15331

The Dog Park Lease Agreement was reviewed by legal counsel and presented to the Board of Directors. Director Acciani asked if the washed-out area next to the Dog Park location would be an issue. Manager Gross confirmed that issue was due to a collapsed culvert and has been repaired by the County of San Bernardino.

Upon motion by Vice-President Conrad, second by Director Acciani and carried by a 3 to 0 vote, Lease Agreement for Dog Park and Finding Project Categorically Exempt Pursuant to California Environmental Quality Act (CEQA) Guidelines Sections 15301, 15303, and 15331, was approved.

D. Consider Parking Area Lease Near Fire Station #50 and Find that the Project is Categorically Exempt from California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines Sections 15061(b)(3) and 15301

Manager Gross and Fire Chief Grzywa provided an update on the staff parking situation near Fire Station #50. Bids for parking in various locations in the area and the drafted lease agreement were reviewed. Vice-President Conrad question the verbiage located in item #8 on page 39 of the Board packet. Upon discussion with Ward Simmons, Legal Counsel, Best Best & Krieger, L.L.P., the owner of said property should be responsible for this. The lease agreement will be redrafted to reflect this change.

Upon motion by Director Acciani, second by Vice-President Conrad and carried by a 3 to 0 vote, Parking Area Lease Near Fire Station #50 and Finding that the Project is Categorically Exempt from California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines Sections 15061(b)(3) and 15301, was approved.

E. Consider Approving Additional Operator Position

Manager Gross informed the Board of the recent vacant Water Department position, current staffing, and desired cross-training among Water, Collections, and Treatment Departments. Details of succession planning were also discussed.

Upon motion by Director Acciani, second by Vice-President Conrad and carried by a 3 to 0 vote, Approving Additional Operator Position, was approved.

F. Consider Approving Resolution No. 14-23, Declaring Surplus Land and Find that Such Declaration is Exempt from Environmental Review Under CEQA

Manager Gross and Ward Simmons, Legal Counsel, Best Best & Krieger, L.L.P. outlined the process of selling surplus land. President Grabow inquired about the financial impact this process will have on the District. Manager Gross stated the District will need to factor this into the price of the land.

Upon motion by Vice-President Conrad, second by Director Acciani and carried by a 3 to 0 vote, Resolution No. 14-23, Declaring Surplus Land and Find that Such Declaration is Exempt from Environmental Review Under CEQA, was approved.

5. General Manager's Report

Manager Gross provided a status update on the Valley View water main replacement. The boring process of the project is near completion, and Manager Gross requested the contractor add additional pipeline at the intersection of Wagon Wheel Dr. This would provide the District with the ability to determine which pressure zone to take CLAWA water. Director Acciani asked about the balancing system for pressure flow. Manager Gross explained that the logic is built into the SCADA system.

The Board of Directors were informed that the membranes at the Wastewater Treatment Plant are having warranty work completed on them. An update on the new modules was also provided.

The District is having 40-year-old valves replaced. Manager Gross is working on getting bids for additional valves, they are approximately \$5,000-\$10,000 each.

Manager Gross shared that Geotech is conducting hand boring at the Harris Property. This project will likely need to be pieced out for bidding due to this being such a small job.

The Snow Valley wastewater flow meter broke and is being replaced on Tuesday, September 26, 2023. President Grabow asked for additional information regarding Snow Valley. Manager Gross shared that Houston-Harris was at Snow Valley conducting an inspection of the sewer laterals. Due to their location, this work will be challenging. Vice-President Conrad inquired as to who's responsibility the wastewater flow meter is. Manager Gross confirmed it is Snow Valley's responsibility.

Manager Gross shared that the CEQA study for the West Coast Torah property was published on Tuesday, September 19th, 2023 and is available for review and comment. Community concerns were discussed.

Fire Chief Grzywa reviewed the storm damage the District encountered at both the Water District and Fire Station #51.

6. Report from Legal Counsel

Ward Simmons, Legal Counsel, Best Best & Krieger, L.L.P., informed the Board of Directors That Best Best & Krieger, L.L.P., will be sponsoring the Association of the San Bernardino County Special Districts meeting on October 23rd, 2023. Dave Lawrence of the Big Bear Area Regional Wastewater Agency will be presenting.


7. Board Member Comments/Meetings

No comments.

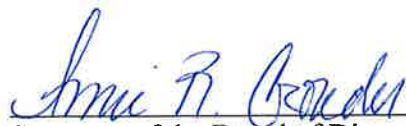
8. Meeting Adjourned

Upon motion by Director Acciani and second by Director Conrad, the meeting was adjourned at 10:03 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District