

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
SEPTEMBER 16, 2015**

The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, September 16, 2015 at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California.

The following Directors were present:

Kenneth Ayers, President
Everett “Ed” Brittain, Vice-President
Mike Terry, Director
Henry Heredia, Director

Director Pamella Bennett was absent

Also present were the following:

Ryan Gross, General Manager
Joan C. Eaton, Secretary/Treasurer/Administration Supervisor
George Corley, Fire Chief
Dixi Willemse, Fire Department Administration Assistant
Trevor Miller, Wastewater Treatment Division Supervisor
Isaiah Hall, Wastewater Collections Division Supervisor

Visitors Present:

Gerhard Hilgenfeldt, Resident
Ernest Camacho, Resident

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The meeting was called to order at 9:00 A.M. by President Ayers and Fire Chief Corley led the assembly in the pledge of allegiance to the flag.

2. Recognize and Hear From Visitors/Public Comment

No visitors present at this time.

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 9:01 A.M. by President Ayers.

B. Fire Chief's Report: Chief Corley reported on the Public Hearing that will allow any protests regarding the Hazard Abatement Program and discussion continued regarding property owners and the Hazard Abatement process.

C. Written Objections or Protests: None received

Visitor Ernest Camacho arrived to the meeting.

D. Oral Objections or Protests: Visitor Ernest Camacho stated he received a Hazard Abatement Assessment and said he has removed the pine needle piles on his property. Administration Assistant Willemse said the Fire Department will re-inspect Mr. Camacho's property and will waive the \$95.00 fine if cleared. Chief Corley asked Mr. Camacho to contact the Fire Department in the future when his property is cleared so they can re-inspect.

E. Board Discussion: None

F. Close Public Hearing: The Public Hearing was closed at 9:12 A.M. by President Ayers.

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.

No action required

4. Approval of Consent Items

The following consent items were listed for approval:

A. Approval of Meeting Minutes for the August 19, 2015 Regular Board Meeting and August 26, 2015 Special Board Meeting.

B. Ratify July and August 2015 Expenditures

Regarding the July and August expenditures, Supervisor Eaton confirmed the \$10,000 expense listed as Audit for the County of San Bernardino was the Local Agency Formation Commission annual fee.

C. Consider Adopting Resolution No. 26-15, Finding That Certain Properties Located in the District Constitute a Public Nuisance and Ordering Notification to Property Owners and Setting a Public Hearing

D. Consider Declaring Certain Equipment as Surplus and Authorize Staff to Dispose of Property

Upon motion by Director Heredia, second by Director Terry and carried by a 4 to 0 vote, the July and August, 2015 Expenditures were ratified, Resolution No. 26-15 adopted and the Consent Items were approved. (Resolution No. 26-15 on file in the District office)

Visitor Gerhard Hilgenfeldt arrived to the meeting

5. Action Items

A. Consider Approving Budget Amendment for the Purchase of Replacement Membrane Cartridges

Supervisor Miller reported on the Membrane Bio-Reactor (MBR) No. 2 and failure of the membrane cartridges. The membrane cartridges have an expected life of ten (10) years and the original cartridges are approximately fourteen (14) years old. The failed membrane cartridges are causing a decrease in treatment capacity and must be replaced to maintain the integrity of the MBR system. Treatment Plant staff reviewed capital projects in Fiscal Year 2015/2016 and will defer the \$61,500 budgeted Treatment Plant Wash Water System to move up the more critical replacement of the failing membrane cartridges. Discussion continued regarding the Membrane Bio-Reactor and Supervisor Miller said Kubota Corporation has quoted a low unit price of \$59.00 per plate for 900 plates for a total of \$57,348 including tax and shipping.

Upon motion by Vice-President Brittain, second by Director Terry and carried by a 4 to 0 vote, the Budget Amendment for the Purchase of Replacement Membrane Cartridges from Kubota in the amount of \$57,348 including tax and shipping and deferring the Treatment Plant Wash Water System for one year, was approved.

B. Consider Voting for Members of the Running Springs Area Chamber of Commerce

No Action was taken.

6. Information Items

A. Running Springs Water District Appointments in Lieu of Election Letter from San Bernardino County Elections Office of the Registrar of Voters

Manager Gross confirmed that Directors Brittain and Terry were appointed in lieu of election and he said the proposed Fire Availability Fee Measure B will be on the November, 2015 Ballot. The estimated cost from the Elections office was \$8,400 and the amount will now be less due to the Directors appointment in lieu of election.

B. Customer Service Acknowledgement Letter

Manager Gross reported the District received a letter from a customer acknowledging employee Johnnie Tapia for his professionalism and assistance in locating their leak.

7. Division Supervisors Reports

A. Water Division Report

Manager Gross reported for the Water Department referring to the monthly water production figures for 2013, 2014 and 2015 calendar years. The total water production since 2013 has been reduced by 23% which is good for water conservation. Manager Gross also stated the 11.36% monthly unaccountable water was not considered high and the 10% annual unaccountable water is similar to Industry Standards. The future water production graph and precipitation figures will be merged into one spreadsheet.

B. Wastewater Treatment Division Report

Supervisor Miller reported on the Bio-Reactor Maintenance Project saying the parts are ordered and it will take one week to rebuild the equipment.

C. Wastewater Collection Division Report

Supervisor Hall opened by saying the Collections Division is on schedule with the Sewer Lift Station Nos. 1, 2 and 3 Project and they expect to have the wet wells installed prior to winter. Supervisors Hall and Miller reported on recent electrical failures that affected the Supervisory Control and Data Acquisition (SCADA) system and Lift Stations No. 4 through No. 9 due to the recent lightning storms. There will be precautions in place for the possible El Nino weather event expected this year.

D. Fire Department Report

Chief Corley reported that everything is normal in the Fire Department and he mentioned the Department assisted Big Bear and the Forest Service during the recent Summit Fire. Chief Corley also said the Fire Department is currently covering the CalFire Engine and being paid to protect our own community. Chief Corley also stated the Department has 2,000 sand bags in place for preparation of a wet winter. The Fire Department surplus equipment will be delivered to the hazardous waste facility for proper disposal.

E. Administration Report

Supervisor Eaton stated the audit is scheduled for September 24th and 25th and the delay is due to the Governmental Accounting Standards Board (GASB) 68 Pension Reports provided by the California Public Employees Retirement System (CalPERS). The annual Availability Billings are complete and the Special Assessments have been submitted to the County of San Bernardino for placement on the 2015/2016 Tax Roll.

Supervisor Eaton provided the Board with information regarding the Water Conservation program and a list of Customer Violations. Water Conservation information has been distributed to the community and also posted on the District website.

Supervisor Eaton distributed packets of Public Relations educational information for Board review.

8. General Manager's Report

Manager Gross reported on the Upstream Agreement Renewal Ad Hoc Committee who has developed a draft agreement that was provided to both CSA-79 and Arrowbear Park County for review. Comments and feedback from the Upstream Users will be discussed in Closed Session during the October Board Meeting.

Manager Gross reported on the Chabad delinquent properties that were sold at a tax sale and he said it would be one year before the District receives any funds. The funds will include Attorney fees and interest.

Administration is preparing a revised policy regarding Meter Disconnect and Reconnections that will be discussed during the October Board Meeting.

9. Board Member Comments

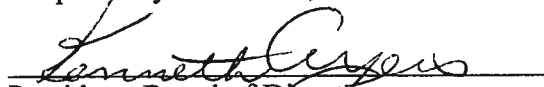
Director Brittain commented on the water conservation issues in Southern California and said the media reported that 90% of the rainfall goes into the Pacific Ocean.

No further Board Member comments.

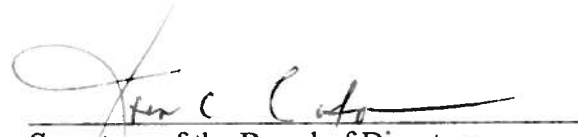
10. Meeting Adjourned

The meeting was adjourned at 9:51 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District