

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
SEPTEMBER 21, 2016**

The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, September 21, 2016 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
- Pamella Bennett, Vice-President
- Everett "Ed" Brittain, Director
- Mike Terry, Director

Also present were the following:

- Ryan Gross, General Manager
- Joan C. Eaton, Board Secretary/Treasurer/Administration Supervisor
- George Corley, Fire Chief
- Randy Bobroff, Water Division Supervisor
- Dixi Willemse, Fire Department, Administration Assistant
- Rick Ellsberry, Fire Department, Captain/Paramedic
- Tony Grabow, Retired Fire Chief, Paid Call Firefighter

Visitors Present:

- Carol Ford Benson, Running Springs Resident
- Errol Mackzum, Running Springs Resident
- Mr. and Mrs. Marvin Swetkovich, Running Springs Residents
- Linda Coyne, Running Springs Resident
- Pete Liapes, Running Springs Resident
- The Ellsberry Family (Charitie, Jonathan, James, Anabelle, Karol)

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 Director Bennett led the assembly in the pledge of allegiance to the flag.

2. Recognize and Hear From Visitors/Public Comment

Chief Corley introduced Rick Ellsberry, Firefighter/Paramedic who was recently promoted to Captain of the Running Springs Fire Department. Captain Ellsberry's family officiated the pinning of his Captain badge.

Visitor Carol Ford Benson briefly commented on the Centers for Disease Control and Pseudomonas Aeruginosa, a biological contaminant. Manager Gross confirmed that the District has not tested for Pseudomonas Aeruginosa.

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 9:05 A.M, by President Ayers.

B. Fire Chief's Report – No comment at this time.

C. Written Objections or Protests – One (1) written petition received by Visitor Coyne.

D. Oral Objections or Protests – Visitor Coyne shared a petition she collected with thirty (30) signatures to preserve Manzanita bush and she addressed her concerns regarding requirements of the Hazard Abatement Program and potential environmental effects due to removal of the bush. Visitor Swetkovich also protested the Hazard Abatement requirements and discussion continued regarding the ordinance. Chief Corley reported on the Hazard Abatement Program and stated the Fire Department's intention is compliance and to make properties as defensible as possible. Chief Corley asked protesting property owners to schedule an appointment with the Fire Department to recheck individual properties. Discussion continued and President Ayers stated the Cal Fire Prevention Fee of \$115 is not affiliated with the Running Springs Water District or Running Springs Fire Department.

E. Board Discussion – Director Brittain reminded the visitors of recent local fires and evacuations saying the District is trying to prevent a similar situation. Director Bennett mentioned the importance of hazard abatement compliance and President Ayers stated non-compliant property owners are creating hazards for everyone in the community.

F. Close Public Hearing – The Public Hearing was closed at 9:49 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

President Ayers tabled the action item to the October 19, 2016 Regular Board Meeting.

Director Bennett was excused from the Board Meeting at 9:58 A.M.

The Board recessed at 10:02 A.M. and reconvened at 10:08 A.M.

4. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures and Cash Summary

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

The Fire Department will review Fire Department Equipment before the surplus.

Upon **motion** by Director Brittan, **second** by Director Terry and **carried by a 3 to 0 vote**, the expenditures were ratified and the consent items were approved.

5. Action Items

A. Consider Authorizing Expenditure for Sediment Filter to Increase Groundwater Production

Manager Gross requested authorization to purchase sediment filter equipment for the new Ayers Acres groundwater well. The total equipment cost is not expected to exceed \$4,000 and will be funded from the Water Capital Improvement Reserve Fund.

Upon **motion** by Director Terry, **second** by Director Brittain and **carried by a 3 to 0 vote**, Authorizing Expenditure up to \$4,000 for a Sediment Filter to Increase Groundwater Production, was approved.

B. Consider Authorizing Emergency Repair Expenditures at Fire Stations 50 and 51

Chief Corley requested authorization to enter into construction contracts for emergency repairs of a water pipe leak at Fire Station 51 and air conditioning repair at Fire Station 50. Two (2) bid proposals for the air conditioning unit were received with the lowest bid proposal from Dan Seeley's Heating and Air Conditioning in the amount of \$11,000. Chief Corley said \$10,000 to replace the Air Conditioning Unit was included in the 2016/2017 Fiscal Year Fire Department Budget.

One (1) prevailing wage bid proposal was received from J. O'Brien Plumbing, Inc. for the hot water re-pipe located under the concrete slab at Station 51 with Chief Corley

requesting the Board approve the bid proposal in the amount of \$16,000. Chief Corley will discuss the expenditure with Cal Fire for possible participation in the cost.

Upon **motion** by Director Brittain, **second** by Director Terry and **carried by a 3 to 0 vote**, the Emergency Repair Expenditures at Fire Stations 50 and 51, and authorization for Manager Gross to sign the construction contracts, was authorized.

C. Consider Approving the Attached Lien Agreement for Deferred Payment of Sewer and Water Standby Charges with the San Bernardino Mountains Land Trust

Manager Gross reported on a request from the San Bernardino Land Trust to approve a lien agreement for deferred payment of sewer and water standby charges as long as the properties remain in the trust or similar land conservancy. The agreement also addresses transfer of the property to a private party at which time accumulated standby-charges would be due to the District and if properties are transferred to the National Forest Service, the accrued charges would be permanently extinguished. Attorney Simmons will revise the lien agreement by adding an additional paragraph that would allow the Land Trust to include additionally acquired properties. Manager Gross closed by saying the Land Trust is a benefit to the community while preserving the area.

Upon **motion** by President Ayers, **second** by Director Brittain and **carried by a 3 to 0 vote**, the Lien Agreement for Deferred Payment of Sewer and Water Standby Charges with the San Bernardino Mountains Land Trust, to Include Paragraph 9 that Allows an Amendment Pending Legal Review and Improvement and Authorizing the General Manager to Sign the Agreement, was approved.

6. Information Items

A. Water Production and Precipitation Report

Manager Gross reported on water production and precipitation saying the new well is producing approximately forty (40) to sixty (60) gallons a minute. Supervisor Bobroff confirmed the ground water well levels are down and stated the District is currently purchasing a little more than 50% of the District's total water supplies from CLAWA and Arrowbear.

B. Top Health and Performance

C. September 2016 Newsletter

President Ayers commended Manager Gross and staff for preparation of the September 2016 District Newsletter that addressed the Wastewater Treatment Plant Recycled Water Spray Irrigation Project. Manager Gross commented that Supervisor Miller was the author of that part of the newsletter and that he did a great job.

D. Ballot Measure B Cost Estimate

Manager Gross stated the estimated cost to include Measure B on the ballot for the November 8, 2016 Presidential General Election is \$2,576 which is less than expected.

7. General Manager's Report

Manager Gross and Supervisor Bobroff reported on the first phase of the automated water meter reading system that is now installed in Assessment District Nos. 8, 9 and 10. The new radio telemetry system has the ability to detect water leaks on a daily basis and can track water use down to the minute if necessary.

Manager Gross also reported on an email received from Arrowbear Park County Water District regarding whether the Running Springs Water District would be interested in sharing the cost of a Sewer Rate Study and discussion continued regarding the proposed study. The Board will discuss this item further at a future meeting.

8. Report From Legal Counsel

No Legal Counsel present.

9. Board Member Comments

No further Board Member comments.

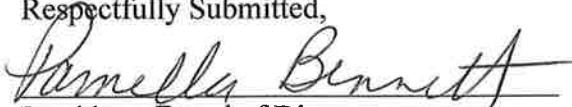
Supervisor Eaton reported on the transition to the new Incode Accounting Software System noting the financial reporting format has changed.

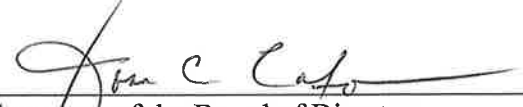
Manager Gross stated the District is planning a Special Board Meeting that may be held on October 7, 2016 to consider appointing a new Director to the vacant seat. The next Hazard Abatement Public Hearing will be held at the October 19, 2016 Regular Board Meeting.

10. Meeting Adjournment

The meeting was adjourned at 10:55 A.M.

Respectfully Submitted,


Vice President, Board of Directors
Running Springs Water District


Secretary of the Board of Directors
Running Springs Water District