

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
AUGUST 16, 2017**

The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, August 16, 2017 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:

Ken Ayers, President
Pamella Bennett, Vice-President
Mike Terry, Director
Errol Mackzum, Director
Tony Grabow, Director

Also present were the following:

Ryan Gross, General Manager
Joan C. Eaton, Board Secretary/Treasurer/Administration Supervisor
Mike Vasquez, Fire Battalion Chief
Trevor Miller, Wastewater Treatment Division Supervisor

No Visitors Present

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The meeting was called to order at 9:02 A.M. by President Ayers and Director Terry led the assembly in the pledge of allegiance to the flag.

2. Recognize and Hear From Visitors/Public Comment

No visitors present

3. Approval of Consent Items

A. Ratify July 2017 Expenditures

The July, 2017 expenditures were reviewed with Manager Gross clarifying the Employee Reimbursement Claim Expense that is the District Medical Reimbursement Plan for employees who opt out of the District Health Plan.

Upon **motion** by Director Terry, **second** by Director Bennett and **carried by a 5 to 0 vote**, the Consent Items were approved.

4. Action Items

A. Consider Awarding Contract for WWTP Flow Meter Installation

Supervisor Miller reported on the Wastewater Treatment Plant (WWTP) Flow Meter Installation that is the second phase in completion of the Influent Flow Metering upgrade and is a budgeted Fiscal Year 2017/18 Capital Improvement Project. Four contractors were invited to a pre-bid meeting and the District received one (1) bid from Bacon/Wagner Excavating in the amount of \$14,667 to install the metering manhole at the Wastewater Treatment Plant. Discussion continued regarding the project and Manager Gross said the cost will be shared among the upstream users based on the methodology of Ordinance No. 47.

Upon **motion** by Director Mackzum, **second** by Director Grabow and **carried by a 5 to 0 vote**, the Contract for WWTP Flow Meter Installation was awarded to Bacon/Wagner Excavating in the amount of \$14,667.

B. Consider Awarding Contract for 2017 Sewer Pipeline Inspection and Cleaning in Assessment District No. 7

Manager Gross said staff is recommending that the annual sewer pipeline cleaning and video inspection contract for Assessment District No. 7 is awarded to Houston and Harris, PCS, Inc. for their low bid of \$32,725. This annual project was deferred in Fiscal Year 2016/2017 and Houston and Harris completed the work in Fiscal Year 2015/2016. Manager Gross said a portion of the interceptor pipeline will be billed to the upstream users and the Fiscal Year 2017/18 budget includes \$25,053 in Assessment District No. 7 restricted funds for the project with the remaining amount of \$7,672 funded from the Wastewater Collections System Maintenance Account. A form letter will be distributed notifying property owners of the project that will last approximately one (1) week and Manager Gross said Houston and Harris will provide a report that would indicate if there are any additional problems with the pipeline.

Upon **motion** by Director Bennett, **second** by Director Terry and **carried by a 5 to 0 vote**, the Contract for 2017 Sewer Pipeline Inspection and Cleaning in Assessment District No. 7 was awarded to Houston and Harris, PCS, Inc. for their bid of \$32,725.

C. Consider Draft Letter to County Board of Supervisors Regarding Ambulance Exclusive Operating Areas

Manager Gross reported on the Ambulance Exclusive Operating Areas (EOA's) to provide for emergency medical services and he said the county would like to consolidate all of the EOA's. Manager Gross suggested the District draft a letter to the San

Bernardino County Board of Supervisors in support of the Competitive Bidding Process, and request that Running Springs is not included in the process. Battalion Chief Vasquez stated workshops are presented to protect and prevent agencies like the District from going into a bidding process for consolidation and to protect our EOA. Battalion Chief Vasquez added that without the EOA, the Running Springs Fire Department would not be able to sustain itself. Discussion continued and District staff will draft a letter addressed to the Board of Supervisors that will be reviewed at the September Board Meeting.

Chief Vasquez confirmed that the \$3,200 expense to the County of San Bernardino for Provision and Medical Control Compliance was an Inland Counties Emergency Medical Agency (ICEMA) fee for the Ambulance controlled substances.

No motion required.

5. Information Items

A. CalPERS Side Fund Refunding Analysis

Manager Gross reported on the existing CalPERS Side Funds that have an interest rate of 7.75% and he provided a 2016 Refunding Analysis prepared by Brandis Tallman, LLC Investment Banking Firm, who was recommended by the California Special District Association (CSDA), for refinancing the District's CalPERS Side Fund Plans using a private placement. Manager Gross said there is a potential for savings in the Miscellaneous CalPERS Side Fund Plan and discussion continued. Manager Gross will coordinate a Finance Committee meeting to review further.

B. 2017 McMurchie Excellence in Safety Award Letter from SDRMA

The Special District Risk Management Authority (SDRMA) Board of Directors selected the Running Springs Water District as a recipient of the McMurchie Excellence in Safety Award for the Workers' Compensation Program. SDRMA recognizes Safety Award recipients at the California Special District Association Annual Conference that will be held in Monterey, California on September 27, 2017 and SDRMA will provide transportation and accommodation reimbursement for one (1) District representative to attend. President Ayers or Director Grabow will consider attending the conference to accept the District award.

6. General Manager's Report

Manager Gross confirmed that the July, 2017 Upstream Billing was submitted to Arrowbear Park County Water District and CSA-79.

The San Bernardino County Library Lease Agreement is expiring at the end of October, 2017 and the District received a new contract from the county that included additional conditions that were not acceptable. The Library Lease payment will increase from \$892

to \$909 on November, 2017 and Manager Gross will bring the final agreement back to the Board in September or October, 2017.

Manager Gross said the District is scheduled to be on the Local Agency Formation Commission Agency (LAFCO) September 20, 2017 meeting agenda regarding the request for exemption determination from Government Code Section 56133. Manager Gross will attend the LAFCO meeting which conflicts with the District's September Regular Board Meeting. The District meeting cannot be rescheduled due to the Hazard Abatement Public Hearing so the meeting will be held as scheduled.

Manager Gross reported on the Automated Meter Reading Project saying the Water Board is finalizing the environmental and financial package review and will also require legal consultation. A Financial Agreement should be received by the end of September, 2017 and Manager Gross said the project will begin in the spring of 2018.

The Ayres Acres well is holding in the twenty (20) gallon per minute range and Supervisor Bobroff will do some surging to try to improve production. The Harris Well pump went out and the repair contract recommendation will be considered at the September Board Meeting.

Manager Gross said staff are working on the Treatment Plant Membrane Bio-Reactor 1 Project and the new membranes will arrive in a few weeks. The Collections Division Downtown Sewer Line Project will be scheduled depending on the California Department of Transportation (CalTrans).

7. Report from Legal Counsel

None

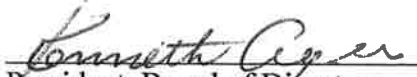
8. Board Member Comments/Meetings

None

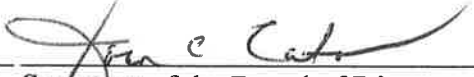
9. Meeting Adjournment

The meeting was adjourned at 10:16 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District