

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
RUNNING SPRINGS WATER DISTRICT  
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA  
February 17, 2021**

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A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, February 17, 2021 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

Vice-President Errol Mackzum arrived at 9:02 A.M.

Also present at the District were the following:

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

The following were present through teleconference:

Ward Simmons, Legal Counsel, Best, Best & Krieger  
Mike Scotti, President, Running Springs Professional Firefighters, Local 5308

**MEETING MINUTES**

**AGENDA ITEMS**

**1. Call Meeting to Order 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 President Grabow.

**2. Recognize and Hear from Visitors/Public Comment**

No public comment.

**3. Approval of Consent Items**

**A. Approve Meeting Minutes**

**B. Ratify Expenditures and Cash Summary**

Vice-President Mackzum requested clarification on the County of San Bernardino Administration Fees located on page 12 of the Board Packet. Board Secretary Amie R. Crowder provided explanation.

**C. Consider Granting the Running Springs Area Chamber of Commerce Permission to Utilize the Running Springs Water District's Downtown Property for their 2021 Events**

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

**4. Action Items**

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

**A. Consider Authorizing Additional Expenditures for Groundwater Well Improvements**

Operations Manager, Trevor Miller, outlined the details of Sidewinder Canyon and Luring Pines groundwater wells needing to be videoed, brushed and bailed. Trevor continued to share that the pumps failed after 25-years of being installed. Details of this process were discussed, in addition to the standard process the District will implement going forward when a well pump fails.

Upon **motion** by Director Acciani, **second** by Vice-President Mackzum and **carried by a 5 to 0 vote**, Authorizing Additional Expenditures for Groundwater Well Improvements, not to exceed \$15,900 was approved.

**B. Consider Authorizing Expenditure for Wastewater Treatment Plant Membrane Replacements**

Operations Manager, Trevor Miller, outlined the original process of the Membrane Bio-Reactors (MBRs) at the wastewater treatment plant, the details of how they work, the maintenance they require, and the need to replace them. Details of the membrane blocks located on page 38 and 39 of the Board Packet were discussed. Clarification was provided by both Manager Gross and Operations Supervisor Trevor Miller on the Upstream billing cost share allocations.

Upon **motion** by Director Conrad, **second** by Director Terry and **carried by a 5 to 0 vote**, Authorizing Expenditure for Wastewater Treatment Plant Membrane Replacements, in the amount of \$455,286 was approved.

**C. Consider Providing Additional Direction to Staff on Potential Joint Powers Authority/Agreement for Fire Protection**

Fire Chief, Mike Vasquez, provided an update regarding the Joint Powers Authority/Agreement (JPA) proposal with Arrowbear Park County Water District on January 21, 2021. Chief Vasquez reviewed the General Manager of Arrowbear Park County Water District's e-mail, located on page 50 of the Board Packet. Various discussions took place. A future joint Board Meeting was suggested to be arranged at the Hootman Center.

No Action Taken.

**D. Consider Preliminary Fire Department Staffing Plan for the Fiscal Years Ending 2022 and 2023**

Fire Chief, Mike Vasquez, outlined the staffing issues the Running Springs Fire Department is currently experiencing, specifically within the Paid Call Firefighter ranks. Chief Vasquez is requesting to incorporate a limited-term staffing model. Various discussions occurred. This request is being tabled and an Ad Hoc Committee meeting will be scheduled. The Ad Hoc Committee will include President Tony Grabow and Director Mike Terry.

No Action Taken.

**5. Information Items**

**A. Quarterly Budget/Financial Update**

General Manager Gross presented the financial summary for the 2<sup>nd</sup> quarter of the fiscal year.

**B. Quarterly Investment Report**

General Manager Gross presented the Quarterly Investment Report.

**C. Quarterly Operations Reports**

General Manager Gross presented the Quarterly Operations Report. Vice-President Mackzum had questions regarding the Fire Operating Fund and the Administration Fund. Manager Gross provided explanation.

**6. General Manager’s Report**

General Manager Gross reported the District has hired three new employees: Jacob Black, Adrian Perez, and Matthew Zeledon. Vice-President Mackzum requested clarification regarding the large leak on West Drive. Operations Manager, Trevor Miller, provided explanation.

**7. Report from Legal Counsel**

Legal Counsel, Ward Simmons, reported the case in San Francisco allowed for voter initiative to pass for 51% rather than two-thirds vote. The City of Fresno also agreed with this voter initiative of 51% vs. two-thirds vote. Ward stated that we should see a 3<sup>rd</sup> voter initiative from the City of Oakland.

**8. Board Member Comments/Meetings**

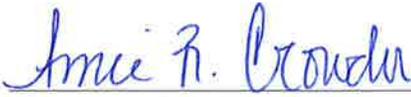
Director Terry inquired about the Ayers Acres well. Manager Gross confirmed the well is producing consistently at 20-25 gallons per minute. Vice-President Mackzum requested information regarding the property lines of the downtown District Property. Manager Gross made referenced to the 2013 Geological Survey that contains this information and will be providing this to Vice-President Mackzum.

**9. Meeting Adjourned**

The meeting was adjourned at 10:52 A.M.

Respectfully Submitted,

  
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President, Board of Directors  
Running Springs Water District

  
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Secretary of the Board of Directors  
Running Springs Water District