

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

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

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 Strebels, Battalion Fire Chief
Mike Scotti, President, Running Springs Professional Firefighters, Local 5308
Zach Granzow, Engineer/Paramedic, Running Springs Fire Department

The following were present through teleconference:

Ward Simmons, Legal Counsel, Best, Best & Krieger
Fire Station #50, Running Springs Fire Department

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 Director Mark Acciani.

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**
- C. Consider Adopting Resolution No. 01-21, Fixing and Levying Fire Suppression Availability Charges for Fiscal Year 2021-2022**
- D. Consider Adopting Resolution No. 02-21, Fixing Sewer Standby or Availability Charges for Fiscal Year 2021-2022**
- E. Consider Adopting Resolution No. 03-21, Fixing Water Standby or Availability Charges for Fiscal Year 2021-2022**

Vice-President Mackzum inquired about the Availability Billing process. General Manager Gross and Secretary Amie R. Crowder provided clarification.

Upon **motion** by Vice-President Mackzum, **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 Transfer of Funds in the Amount of \$151,789 for Intergovernmental Transfer (IGT) Program

Fire Chief Mike Vasquez provided a synopsis of the Intergovernmental Transfer (IGT) Program, the reimbursement rates, and the benefits of being involved with this program. Minimal discussion continued.

Upon **motion** by Director Conrad, **second** by Vice-President Mackzum and **carried by a 5 to 0 vote**, Authorizing Additional Transfer of Funds in the Amount of \$151,789 for Intergovernmental Transfer (IGT) Program was approved.

B. Consider Approving Limited Term Firefighter Positions and Issuing Request for Proposals

Fire Chief Mike Vasquez reviewed the Limited Term Firefighter program and the benefits it would provide to the Running Springs Fire Department. Details of the agreement, staffing conditions, and sustainability were discussed. As a contingency effort, Fire Chief Vasquez also presented the recommendation of issuing a Request for Proposals to CalFIRE and Big Bear Fire Authority. Both agencies are open to the idea of providing a proposal. Chief

Vasquez explained this process can take up to one-year in determining both the feasibility and the final costs for services. With direction from the Board of Directors, drafting a Request for Proposals and networking with neighboring fire departments are the next steps. Minimal discussion continued.

Upon motion by Director Conrad, second by Director Terry and carried by a 5 to 0 vote, Approving Limited Term Firefighter Positions and Issuing a Request for Proposals was approved.

C. Consider Authorizing Expenditure for Replacement of Water Heater at Fire Station #50

Fire Chief Vasquez presented the current water heater conditions and the need for a new water heater for Fire Station #50. Details of the current issues were reviewed. Minimal discussion continued.

Upon motion by Director Conrad, second by Director Acciani and carried by a 5 to 0 vote, Authorizing Expenditure for Replacement of Water Heater at Fire Station #50 was approved.

D. Consider Providing Any Additional Direction to Staff in Preparation for Fiscal Year 2021-2022 and 2022-2023 Budgets

General Manager Gross presented the Fiscal Year 2021-2022 and 2022-2023 budget planning presentation. Vice-President Mackzum had questions regarding Availability Charges for the fire department, total population in Running Springs, and suggestion for a General Obligation Bond. Manager Gross provided clarification. Minimal discussion continued.

No Action Taken.

E. Consider Proposed Cost of Living Adjustment and Wage Scales

General Manager Gross reviewed the background of Cost-of-Living Adjustments and the proposed Administration salaries. Manager Gross outlined the salary survey the District conducted, in which demonstrated that the Running Springs Water District Administration department is the lowest paid department in comparison to neighboring Districts'. The Administration salaries for hourly employees is to include 2.2% for a total increase in wages of 7%. There is also to be a 15% gap between the highest Administration hourly employee to the lower Administration salary employee.

Manager Gross introduced the Cost-of-Living Adjustment the Running Springs Fire Department is requesting. Mike Scotti, President, Running Springs Professional Firefighters, Local 5308; and, Zach Granzow, Engineer/Paramedic, Running Springs Fire Department introduced themselves. In addition to the 2.2% COLA for fiscal year 2021-

2022, they are requesting an additional 3% COLA that was not given in 2020, to be averaged at 1% each year for the next three years. The 2020-2021 COLA was not provided to the Running Springs Water District employees. Mike Scotti and Zach Granzow outlined their reasoning for this request. The Board of Directors have requested for the Running Springs Fire Department to conduct a salary survey and tabled the discussion for a future Board Meeting.

Upon motion by Director Conrad, second by Director Terry and carried by a 5 to 0 vote, the Proposed 2.2% Cost of Living Adjustment and Wage Scales for Administration was approved.

5. General Manager’s Report

General Manager Gross reported the Running Springs Fire Department is entering into a Medical audit for the GEMT Program. Review of the previous audit was conducted. Minimal discussion continued.

Manager Gross reported the CDC Guidelines changed to now include utility workers in the definition of emergency services. This now allows the Water and Sewer staff to be eligible for vaccination.

6. Report from Legal Counsel

Ward Simmons, Legal Counsel, Best, Best & Krieger reported that San Bernardino County entered the red tier of the COVID-19 Pandemic; and Orange County is expected to enter the orange tier by early April.


7. Board Member Comments/Meetings

Vice-President Mackzum asked if the majority of the Running Springs Fire Department received their vaccination. Fire Chief Vasquez provided explanation.

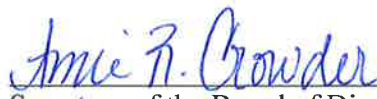
8. Meeting Adjourned

The meeting was adjourned at 10:44 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District