

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
RUNNING SPRINGS WATER DISTRICT  
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA  
OCTOBER 17, 2012

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The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, October 17, 2012, at the hour of 6:00 P.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California.

The following Directors were present:

Kenneth Ayers, President  
Mike Terry, Vice-President  
Paul Shouse, Director  
Everett "Ed" Brittain, Director  
Pamella Bennett, Director

Also present were the following:

Ryan Gross, General Manager  
Joan Eaton, Secretary/Treasurer/Administration Supervisor  
Randy Bobroff, Water Division Supervisor  
Trevor Miller, Wastewater Treatment Division Supervisor  
Isaiah Hall, Collections Division Supervisor  
Tony Grabow, Fire Chief  
George Corley, Battalion Chief  
Mike Riddell, Attorney, Best, Best & Krieger, (BB&K)  
Brian Thomas, Engineer, Engineering Resources

Visitors present were:

Gerhard Hilgenfeldt, Running Springs Part-Time Resident

The meeting was called to order at 6:02 P.M. by President Ayers and Director Bennett led the Assembly in the Pledge of Allegiance.

Called to Order  
Pledge of Allegiance

Visitor Hilgenfeldt introduced himself for the record and stated he would like to discuss the \$150.00 fee levied by the Fire Department. Chief Grabow confirmed that the fee was imposed by the California Department of Forestry and Fire Protection (CalFire) for habitable structures within the State Responsibility Area (SRA) and he stated the fee was not imposed by or associated with the Running Springs Fire Department. Director Shouse said that he has been questioned regarding the fee and he would like to confirm on record that the fee is not connected to the Running Springs Fire Department. Manager Gross stated the District will post information on the Fire Department website and Chief Grabow mentioned that the fee is strictly for prevention and is currently being challenged. Chief Grabow also stated it would be cheaper to pay the fee then not to pay it. Discussion continued regarding the definition of the fee and Attorney Riddell noted that under Proposition 18, you can have taxes, fees and special assessments and Mr. Hilgenfeldt stated it was easier to call it a fee.

Visitors and  
CalFire Fee for  
Habitable Structures

Consent Items

In regards to the September 19, 2012 Board Meeting minutes, Director Shouse referred to the sentence that states Chief Grabow offered to waive the \$95.00 Hazard Abatement fee for Mr. Glick and stated the sentence should read that the fee would be waived only if the property is in compliance when re-inspected. Supervisor Eaton will revise the minutes as discussed. President Ayers also suggested that when a Board member is absent from the meeting, the notation of the absence on the first page of the minutes will suffice instead of listing the Board members absence during each motion. Board Secretary Eaton will begin making the correction immediately. Upon motion by Director Brittain, second by Director Terry and carried by a 5 to 0 vote, the consent items were approved with corrections.

OPERATIONAL  
REPORTS  
(Water)

Supervisor Bobroff opened by stating the Luring Pines tank is back on line and all is good. Supervisor Bobroff mentioned that he missed the September Board meeting because he was touring the District with representatives from the State Health Department who came to survey the entire water system and requested lots of information. The Health Department has not surveyed the District system for approximately ten (10) years and the District is waiting to receive the final report regarding their visit.

Supervisor Bobroff also reported on a recent failure at the Lower Booster Station pump that usually produces approximately fifty (50) gallons of water a minute in production. The well was plumbed to bypass the booster and they hope to have the repair completed within a week. They have received three estimates for a pump and motor assembly from \$3,900 to \$5,800. Supervisor Bobroff mentioned that Harich Enterprises had begun drilling at Ayers Acres on October 12, 2012 and broke his rig. A very minimal amount of ground water was found at one hundred (100) feet below ground surface.

President Ayers asked about the status of the Back Lot project and Supervisor Bobroff stated he had a lot of unexpected water main leaks and priorities but he hopes to find some extra time and funds in the 2012/2013 Fiscal Year Budget for the project. Manager Gross stated the Back Lot Project will be a discussion topic in the Budget Workshop.

(Treatment)

Supervisor Miller mentioned that he will report on several issues regarding the Wastewater Treatment Plant later in the meeting. The Treatment Plant was completing construction on the MBR 2 Reactor but will delay the project until next year due to conflicting schedules. Supervisor Miller said he does not anticipate any issues through the winter since the performance of the reactor is at or above the design. The Treatment Plant will maintain the current solids dewatering schedule through the winter.

Supervisor Miller stated the Treatment Plant did not experience any problems with the transfer switch during the recent Enernoc energy conservation event. The switch transferred back to Edison from the generator without any issues. There are a couple of electrical contractors looking into a replacement transfer switch if it does fail. Johnson Machinery will provide a standby generator if our generator were to fail during a power failure due to the critical nature of the issue. Lon's Electrical came to the plant and showed staff how to reset the transfer switch if needed and they are developing a procedure for staff in the event of a failure. Supervisor Miller stated the generator is a 275kw and reported on replacement of the vaults on the 500kva transformer stating it would be a shared cost and said the District only owns the vaults not the transformer.

Supervisor Hall stated everything is going good in the Collections Division. Video inspection is complete and some repairs will require immediate attention and will be addressed later in the meeting. Supervisor Hall stated some of the repairs can be completed in house.

(Collections)

Zebron has completed the six (6) sewer manhole sealing project and Supervisor Hall stated the manholes should be good for another twenty (20) years.

The asbestos pipe has been removed from the Harris property utilizing Haz Mat Trans and has been transferred to Arizona for disposal.

Supervisor Hall stated there were a couple of minor issues with lift stations due to blockage. Discussion continued regarding hinged lockable sewer manhole covers that would be used at sewer wet wells at lift stations and in the streets. Supervisor Hall said they have purchased a few lockable manhole covers that will be installed at lift stations. Supervisor Hall described the hinged manhole covers that are 100lbs lighter, have a pull for leverage, are less expensive and are 99% inflow free. The most important asset is that they are safe to use and prevent employee injuries.

Chief Grabow reported on numerous thefts including storm drain grate covers in Running Springs and cautioned everyone to be careful.

(Fire)

Battalion Chief Corley has been inspecting roofs and working within the community on grants for replacement of organic roofs. Every home could receive up to \$5,000 in grant funds and Chief Grabow stated all organic roofs must be replaced by July of 2014.

The Emergency Services Open House was held on October 13, 2012 and went well with flu shots administered to the community.

Chief Grabow reported on a letter addressed to the Board of Directors that was received from Paul and Sue Holbrow regarding Parcel No. 0296-272-10 and the abatement notice they received for the property. Chief Grabow provided the assembly with pictures of the property and stated the property was a good candidate for the Forest Care program. Chief Grabow will contact the owner regarding compliance for this property. Manager Gross stated the District also received a letter and is working with Mr. Holbrow regarding his past due water/sewer bill and he may attend a future Board meeting.

Battalion Chief Corley then reported that the Running Springs Fire Department has had an opportunity to participate with the Big Bear Valley Fire Department regarding a Chief Officer Coverage agreement. If approved, this agreement would be similar to the agreement the District previously had with San Bernardino County Fire and will provide weekend coverage on a six (6) month trial period. This agreement will strengthen our Fire Department with larger departments and will share a common border for our Exclusive Operating Area (EOA) for ambulance service. Chief Corley stated our chief officer will go to Big Bear Valley Fire Department and their officer will come to the Running Springs Fire Department during after hour periods of time. Chief Corley stated he has been to Running Springs Fire Department after hours three (3) times since he started with the Department. During inclement weather, each agency would provide its own duty officer coverage. There will be no cost to the District for the Chief Officer Coverage arrangement and an agreement will be developed and presented to the Board at the November, 2012 or January 2013 Board meeting for consideration and approval. Chief Corley stated the agreement will provide alignment with other Fire Departments and provide coverage in a big incident for either department.

(Administration) Supervisor Eaton stated the District Audit presentation for Year Ending June 30, 2012 by Teaman, Ramirez and Smith, Inc. (TRS) will be held at the November 28, 2012 Board Meeting.

In addition to the Administration Monthly Summary Report, Supervisor Eaton stated that she and Manager Gross attended an online training session presented by Best, Best & Krieger titled "Best Practices in Agenda Preparation and Taking/Recording Minutes". The refresher course was very informative and included Brown Act requirements.

Supervisor Eaton also mentioned that District staff has been working with Scott Pieratt, WSP Corporate Benefits and Insurance Services, Inc. regarding the new District Dental and Life Insurance Plans for employees. Mr. Pieratt will be visiting the District regularly to assist employees with health benefit plans. Manager Gross stated the new plans will save the District approximately \$30,000 in savings the first two years.

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Manager Gross provided a power point presentation regarding the progress of several District projects and opened by sharing photos and information regarding the Biosolids Dewatering Pilot Testing specifically the BDP Belt Press Bench technology. Supervisor Miller stated the system pilot testing project by Fournier was successful due to percent solids and ease of operation and said the unit was brought in on Tuesday morning at 8:00am and by 8:30am, they were making solids at 15% with no adjustment. The next day they were at 17% at 30 gallons a minutes and currently they are at 12%. A report will be provided to the Treatment Plant when completed that includes a cost comparison and Supervisor Miller said the unit is both low maintenance and low energy and Manager Gross stated it was promising. Discussion continued regarding screw press technology and Manager Gross recommended that the Board observe the screw press that will be on site at the Treatment Plant until about 11:00am on Thursday, October 18, 2012. The District cost share for the pilot was \$2,800 for the freight and if the District purchases the equipment, Manager Gross stated the cost will be discounted. Supervisor Miller stated the company comes with a list of references. Manager Gross said that Huber, who is another screw press manufacturer out of Germany, will bring their screw press unit to the Treatment Plant on November 12, 2012 for a pilot test. The information will be reviewed in December and Manager Gross stated they expect to have a recommendation for the Board in the January, 2013 workshop.

(General Manager)  
Bio Solids Dewatering  
Pilot Testing

Manager Gross reported on the Outfall Pipeline Replacement Project stating that construction is expected to resume by Bacon/Wagner on November 8, 2012. The work in the creek is scheduled to be completed by October 31, 2012 as per the construction contract and the entire job is expected to be complete in late November with weather permitting. Manager Gross reported on the progress of the project and stated a helicopter company was hired by Bacon Wagner to move four (4) loads of materials to the job site. Manager Gross hiked approximately three (3) miles into the site and does not recommend hiking down to the site to anyone due to the steepness of the terrain. Photos of the project were provided to the Board and audience and Manager Gross said the contractor is on schedule and doing a good job.

Outfall Pipeline  
Replacement Project

Manager Gross also reported on the Ayers Acres Well Drilling Project that was awarded to Harich Enterprises in August and began work on October 3, 2012. Drilling is going slow due to instability in the bore hole and broken equipment. Manager Gross stated everything is going smooth and they found a trickle of ground water at 100 feet but will need to drive temporary steel casing down to stabilize the ground. Manager Gross said due to the resistivity test completed in 2000, they expect the potential for groundwater between 150 and 550 feet with the contract drilling to 700 feet. He added that if water is found at 550 feet, the District may save some money.

Ayers Acres Well  
Drilling Project



The District has received three (3) proposals to have the area cleared with the lowest bid received from GM Excavating in the amount of \$18,000. If approved, \$12,000 would be transferred from Capital Account #12245 and \$6,000 from Leachate to the Wastewater Collections System Maintenance Account #55010. President Ayers asked if the work would cross the highway and Supervisor Hall answered no and then described the project and area in question. President Ayers asked if there were any issues with the Department of Fish and Game and Supervisor Hall responded that there was no work scheduled in the creek, only on private property and the District will maintain the area with our equipment. Manager Gross recommended that the District go forward with the project as presented. Attorney Riddell asked if the project was subject to prevailing wages and asked that GM Excavating submit confirmation of prevailing wages in writing. Upon motion by Director Shouse, second by Director Terry and carried by a 5 to 0 vote, Acceptance of Proposal from GM Excavating in the amount of \$18,000 to clear the Weiss Canyon Sewer Easement transferring \$12,000 from Account #12245 and \$6,000 from the Leachate account into the Wastewater Collections System Maintenance Account #55010, was approved.

Manager Gross stated that staff has determined that certain sewer pipeline repairs be made after routine video inspection with three areas of immediate concern on the bottom of Live Oak Drive in Sewer Assessment District #6. Two of the repairs are due to severe root intrusion and a broken and crushed sewer main line. GM Excavating has submitted a low bid proposal of \$4,550 to make the sewer repairs in three areas and photographs of the pipelines were provided to the Board for review. Manager Gross stated this is not a budgeted item and if approved, the cost to make these repairs will be funded utilizing Leachate monies transferred to the Wastewater Collections System maintenance account #55010. Attorney Riddell asked Manager Gross to request confirmation from both contractors regarding prevailing wages for the projects. Supervisor Hall stated the District staff's estimate to make these repairs in house would be \$7,800 utilizing thirty (30) hours straight time. Manager Gross stated the project is estimated to take three (3) or four (4) days for completion and the timeframe is between October 22<sup>nd</sup> through the 31<sup>st</sup> and the timeframe for the Weiss Canyon project is from October 29<sup>th</sup> through November 16, 2012. Upon motion by Director Shouse, second by Director Bennett and carried by a 5 to 0 vote, the Proposal for Sewer Pipeline Repairs from GM Excavating in the amount of \$4,550 utilizing Leachate funds, was approved.

Sewer Pipeline  
Repairs

- Resolution No. 19-12, Naming A “Designated Person to Determine Timeliness and Sufficiency of Claims Filed Against the District
- Manager Gross stated Resolution No. 19-12 is a housekeeping item that names the General Manager as the Designated Person to determine the timeliness and sufficiency of claims filed against the Running Springs Water District. Upon motion by President Ayers, second by Director Brittain and carried by a 5 to 0 vote, RESOLUTION NO. 19-12, NAMING A ‘DESIGNATED PERSON’ TO DETERMINE TIMELINESS AND SUFFICIENCY OF CLAIMS FILED AGAINST THE DISTRICT, was adopted. (Resolution No. 19-12 on file in the District office)
- Engineer’s Report
- Engineer Thomas had no information to report
- Attorney’s Report
- Attorney Riddell reported that the Governor had signed AB 685 into law, effective in January 2013, declaring a policy that every person in the State is entitled to an affordable drinking water supply. He said that in response to opposition from ACWA and other water supply organizations, the legislation had been amended to provide that it shall apply to State agencies when establishing their own policies and regulations, but shall not infringe on the rights and responsibilities of water purveyors in their provision of water service to their customers. He further pointed out that the author of the legislation had indicated in writing that the legislation is directed at State agencies, not local water purveyors, but that water purveyors are nonetheless concerned about how the courts might apply the legislation, and useful in proceedings before the State Water Resources Control Board to establish flow requirements in the Delta, which have the effect of driving up the cost of water to consumers in the State.
- Attorney Riddell also reported the good news that Pacific Mercantile Bank had indicated that it will be sending a check to cure the delinquent assessments on three of the parcels owned by Chabad in Assessment District No. 10, in an amount exceeding \$92,000 to cover not only the delinquent assessments but also penalties and interest, and a proportionate share of the legal fees that had already been spent by the District to recover the delinquent amounts. Attorney Riddell stated that the bank needed to do this in order to protect its own security interest in these parcels. He added that there are three additional parcels owned by Chabad that remain delinquent, that the purchase of those three parcels had been financed by loans from private parties, and that those three parcels will probably go to a foreclosure sale. He said that the total delinquent amount for those three parcels is much less, however, adding up to a little more than \$16,000 plus penalties, interest and a share of the attorney’s fees involved in the foreclosure process. Attorney Riddell also stated that the District recently received a check in the approximate amount of \$7,600 for the delinquent Roseman property.



Attorney Riddell closed by stating that the Crestline Lake Arrowhead Water Agency (CLAWA) will have plenty of water and does not intend to raise water rates. Supervisor Bobroff confirmed that the District is currently buying approximately 66% of their water from CLAWA.

Manager Gross updated the Board regarding the Fire Service Review Committee Meeting that was held prior to the October 17, 2012 Board meeting. David Harich, General Manager of the Arrowbear Park County Water District stated that Arrowbear is not interested in entertaining a proposal for Running Springs to provide their fire service. The Committee members and Chief Grabow will review fire service data and prepare a report to bring to the Board regarding cost effectiveness in relation to Green Valley Lake, Arrowbear and Snow Valley. President Ayers expressed his concern that the District provides donor service to other agencies. Director Brittain stated the Committee will ascertain the cost of the District providing service to the agencies versus the revenue received and stated there is no revenue generated for fire service but there is for ambulance runs and said the Committee will be working on the issues.

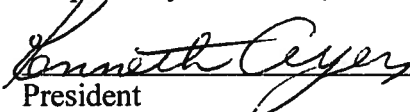
Fire Service Review  
Committee Meeting

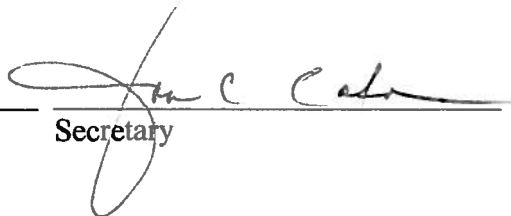
Manager Gross reiterated that the District will develop some information to post on our website that will clarify the California Department of Forestry and Fire Protection (CalFire) fee so the community knows the fee is not associated with the Running Springs Fire Department. Discussion continued regarding the fee and Chief Grabow stated there would be a \$35.00 discount off the \$150.00 fee if the property is in the jurisdiction of a local fire department and the fee will be not be included on the tax bills

The meeting was adjourned at 7:39pm.

Adjournment

Respectfully Submitted,

  
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President

  
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Secretary