

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
OCTOBER 21, 2020**

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, October 21, 2020 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:

Tony Grabow, President
Errol Mackzum, Vice-President
Mark Acciani, Director
Bill Conrad, Director

Also present 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 Chief
Tyler Citro, Firefighter/Paramedic
Karissa McAlonan, Paid Call Firefighter
Jeff Hill, Paid Call Firefighter
Rick Ellsberry, Firefighter Paramedic/Captain
Mike Scotti, Firefighter Paramedic/Engineer
Ray Gayk, Paid Call Firefighter
Max Cibelli, Paid Call Firefighter

The following Directors were absent:

Mike Terry, Director

The following were present through teleconference:

No visitors were present

Visitors Present:

Dustin McAlonan, Resident
Katie Hill, Resident

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order, Roll Call and Pledge of Allegiance

The meeting was called to order at 9:00 A.M. by President Grabow and the Pledge of Allegiance was led by Director Acciani.

2. Recognize and Hear from Visitors/Public Comment

There were no visitors present.

A. Employee Special Recognition Badge Pinning (Firefighter Citro, PCF Hill, PCF McAlonan)

Fire Chief Vasquez opened the badge pinning ceremony by thanking the Board of Directors for this opportunity. Chief Vasquez outlined the benchmarks of becoming a firefighter and the PCF Program. Chief Vasquez presented Firefighter Tyler Citro with the first badge, Paid Call Firefighter's Karissa McAlonan and Jeff Hill followed with their family members present.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures and Cash Summary

President Grabow and Vice-President Mackzum discussed the Library parking lot.

Upon motion by Vice-President Mackzum, second by Director Conrad and carried by a 4 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 Change Order Amount for Wastewater Treatment Plant Headworks and Drying Bed Concrete Work Project

General Manager Gross outlined the additional funding needed for the Wastewater Treatment Plant Project and pages 25-27 of the Board Packet. Manager Gross also detailed the additional labor that resulted for the drying beds once the project began and the pricing received from Bacon Wagner.

Upon motion by Director Conrad, second by Vice-President Mackzum and carried by a 4 to 0 Vote, Authorizing Additional Change Order Amount for Wastewater Treatment Plant (WWTP) Headworks and Drying Bed Concrete Work Project, not to exceed \$14,255, was approved.

B. Consider Authorizing Expenditure for Sidewinder Canyon Groundwater Well 1A Pump Replacement

Operations Manager Trevor Miller presented the details of this project, the depth of the well, and the competitive bid received from Heritage Well Service. Director Conrad and Operations Manager Miller discussed the significant difference in quotes. Trevor provided confirmation on the accuracy of the quote.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 4 to 0 Vote**, Authorizing Expenditure for Sidewinder Canyon Groundwater Well 1A Pump Replacement, Authorizing the General Manager to execute the contract, and Authorizing the General Manager to approve change orders for the Project not to exceed 15% of the low bid of \$9,832.60 was approved.

C. Consider Paying off Loan with Municipal Finance Corporation for the Ayers Acres Groundwater Well Project

General Manager Gross presented the Ayers Acres Groundwater Well Project loan be paid off. Manager Gross outlined the 2% prepayment premium on this loan and the amount the District would save in interest. Various discussions occurred regarding capital improvements and restricted funds.

Consider Paying off Loan with Municipal Finance Corporation for the Ayers Acres Groundwater Well Project was tabled for a later date. No action was taken.

5. Information Items

A. Quarterly Budget/Financial Update

General Manager Gross presented page 62 of the Board Packet. Manager Gross outlined the timing delay for the fire IGT and GEMT payments that can negatively skew the percentages. Fire Chief Mike Vasquez informed the Board he has been in communication with CalFIRE and the District's reimbursement will be delayed approximately four weeks due to their employees currently out on fire assignments. Chief Vasquez continued to share the Fire Department has worked approximately 1,948-hours on a total of six fire assignments. Director Conrad inquired about a depreciation change on page 63. Manager Gross clarified that these items will be discussed in detail in our Financial Audit Presentation at the November 18, 2020 Board Meeting.

B. Quarterly Operations Reports

General Manager Gross presented the Quarterly Reports for each of the Departments and shared that water production is up from May 2019 to May 2020. Manager Gross continued to share that the water loss is at 5.5%, which is less than the industry standard.

Director Conrad and Operations Manager Trevor Miller discussed that the Wastewater Department staff are receiving training on the newly acquired wastewater collection system video inspection equipment. Manager Gross also commented that the access road realignment to the WWTP is cut and the easement documents are at the Recorder's Office and the business transaction with St. Anne's Parish Council was prompt.

Fire Chief Mike Vasquez commented on Fire Department operations. The Fire Department is averaging 100 calls per month.

C. Quarterly Investment Report

General Manager Gross presented the quarterly LAIF interest.

D. 2020 Sanitary Survey Report

General Manager Gross and Operations Manager Trevor Miller presented the 2020 Watershed Sanitary Survey Report.

6. General Manager's Report

No additional General Manager comments.


7. Board Member Comments/Meetings

No comments.

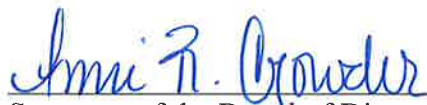
8. Meeting Adjourned

The meeting was adjourned at 10:06 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District