

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
February 21, 2024

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, February 21, 2024, 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:

Bill Conrad, Vice-President
Mark Acciani, Director
Mike Terry, Director

The following Directors were present through teleconference:

Tony Grabow, President
Laura Dyberg, Director

The following were also present through teleconference:

Ward Simmons, Legal Counsel, Best, Best & Krieger
Shayla Antrim, Green Valley Lake Customer

No visitors were present at the District.

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The Running Springs Water District Board Meeting was called to order at 9:00 A.M. by Vice President Conrad and he led the assembly in the Pledge of Allegiance.

ACTION ITEM

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 5 to 0 roll call vote**, the Board of Directors authorized this meeting to be conducted as a hybrid meeting (in-person and via Zoom) pursuant to AB 361 and as a result of the state declared emergency, meeting in person may present imminent risks to the health or safety of attendees.

2. Recognize and Hear from Visitors/Public Comment

Shayla Antrim, Green Valley Lake Customer, introduced herself and thanked the District for the work they have been doing in Green Valley Lake on the sewer system.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Valley View Water Pipeline Replacement Project Acceptance

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 5 to 0 roll call 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 Staff to Submit Letter to the San Bernardino Local Agency Formation Commission Requesting Extension of Service for Ground Ambulance Services

Manager Gross and Fire Chief Grzywa reviewed the staff report which included correspondence from LAFCO recommending that the Running Springs Water District submit an application to LAFCO to address the circumstance that the District's ICEMA Exclusive Operating Area extends beyond the District's sphere of influence. It is the District's understanding that addressing this circumstance via an expiring pilot program afforded to LAFCO would reduce risk and exposure to the District.

Upon **motion** by Director Acciani, **second** by Director Terry and **carried by a 5 to 0 roll call vote**, staff was authorized to submit a letter to LAFCO requesting extension of service area for ground emergency ambulance services.

B. Consider Approving Purchase of Replacement Backup Power Generator for Fire Station No. 50

Fire Chief Grzywa reviewed the staff report. This purchase is expected to be reimbursed by FEMA and CalOES.

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 5 to 0 roll call vote**, the purchase of a replacement backup power generator for Fire Station No. 50 from Universal Power Systems in the amount of \$18,839.28 was approved.

C. Consider Authorizing On-Call/As-Needed Services for Supervisory Control and Data Acquisition (SCADA) System

Manager Gross and Manager Miller reviewed the staff report and the need for on-going/as-needed instrumentation, controls and SCADA system integrator services to keep this critically important system operating efficiently and kept up to date. This would be like the arrangements we have with other consultants for which there is an on-going need such as legal services (BB&K), information technology services (Computer Options) and accounting services (RAMS).

Upon **motion** by Director Acciani, **second** by Director Terry and **carried by a 5 to 0 roll call vote**, the requested on-call services budget for SCADA system operation, maintenance and other improvements in the amount of \$100,000 annually to be used only as needed was approved.

D. Consider Approving Various Operations Expenditures

Operations Manager Miller reviewed the staff report and the need for the following:

1. Purchase 4 replacements and 1 spare ultra sonic level controllers for Green Valley Lake (GVL) sewer lift station's - \$17,500. The existing ultra sonic level transducers are 22 years old and two of them have failed since we took over GVL.
2. Purchase spare wastewater treatment plant (WWTP) equalization (EQ) basin pump - \$8,000. The spare WWTP EQ pump is needed as a backup in the event that one of the EQ pumps fails.
3. Purchase replacement drum screen trunnion wheels - \$5,621.60. The replacement drum screen trunnion wheels are needed to repair and upgrade the drum screen at the WWTP.
4. Purchase 3 utility vehicles: 1 full size truck, 2 midsize trucks and ancillary equipment for Water and Wastewater Department - \$163,320. To replace 1 Water Department utility vehicle, 1 Wastewater Department utility vehicle and add 1 full size utility vehicle to the Water Department.
5. Purchase Iconic-x Aluminum Truck Pack for full size utility vehicle – \$18,000. This item is for the new full size utility vehicle to secure and protect the tools, equipment and materials stored on the vehicle, needed for water leak repairs, preventative maintenance and new water service installations.

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 5 to 0 roll call vote**, the requested operations expenditures listed above and in the staff report were approved totaling \$212,441.60.

E. Consider Approving Professional Services Agreement for the CEQA Study at New Vehicle and Equipment Storage Building Site

Manager Gross reviewed the staff report and the need for the CEQA study related to the new vehicle and equipment storage building at the Harris property. A proposal for these services from Tom Dodson and Associates was reviewed.

Upon **motion** by Director Acciani, **second** by Director Terry and **carried by a 5 to 0 roll call vote**, a Professional Services Agreement with Tom Dodson and Associates in the amount of \$22,500 to complete the CEQA study for the new vehicle and equipment storage building at the Harris property was approved.

- 5. Information Items –** The following information items do not require any action by the Board of Directors and are for informational purposes only.

A. Budget and Rates Discussion

Manager Gross asked for direction from the Board of Directors on the Cost-of-Living Adjustment (COLA) for the Fiscal Year Ending (FYE) 2025. The FYE 2025 budget that was approved last year included an assumed 4% COLA for wages. President Grabow asked that the Finance Committee meet to discuss the matter and report back at the March 20, 2024, Regular Board Meeting with a recommendation.

B. New Fire Station Concept and Planning Update

Manager Gross and Chief Grzywa presented the plan and concept for a proposed new fire station on the District's downtown property that has been a long-term goal of the District. Chief Grzywa is working on several potential grant opportunities with our State Senator's office and Congressman as well as other sources. A few prefabricated steel structure fire station concepts were also displayed. The Board emphasized that public outreach needs to be a key factor in the planning of this project.

6. General Manager's Report

No report.

7. Report from Legal Counsel

No report.


8. Board Member Comments/Meetings

No comments.

9. Meeting Adjourned

The meeting was adjourned at 9:52 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District