

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
RUNNING SPRINGS WATER DISTRICT  
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA  
December 21, 2022**

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A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, December 21, 2022, 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  
Bill Conrad, Vice-President  
Mike Terry, Director

The following Directors were absent:

Mark Acciani, Director

Also present at the District were the following:

Ryan Gross, General Manager  
Andrew Grzywa, Fire Chief  
Cindy Strelbel, Battalion Chief  
Amie R. Crowder, Secretary to the Board/Administration Supervisor

The following visitors were present through teleconference:

Laura Dyberg, Director  
Shayla Antrim, Resident, Green Valley Lake

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 President Grabow and Battalion Chief Cindy Strelbel led the assembly in the Pledge of Allegiance.

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

Shayla Antrim, Resident of Green Valley Lake, introduced herself for the record with no public comment.

**3. Approval of Consent Items**

**A. Approve Meeting Minutes**

**B. Ratify Expenditures**

**C. Consider Reaffirming Resolution No. 11-21 and Authorizing Virtual Board and Committee Meetings Pursuant to AB 361**

**D. Consider Adopting Resolution No. 17-22, Setting the Schedule for Regular Board Meetings**

**E. Consider Authorizing Staff to Execute Memorandum of Understanding with Big Bear Fire Authority for Duty Chief Officer Coverage**

Vice-President Conrad identified a correction in the November 17, 2022, Board Meeting Minutes. Secretary Crowder made the correction.

Upon **motion** by Vice-President Conrad, **second** by Director Terry and **carried by a 4 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 Setting Maximum Calendar Year 2023 District Contribution to Employee Health Insurance Benefit**

Manager Gross presented the health insurance premium plans for 2023 to the Board and the 2019 Board Agreement to contribute to the health insurance premium plans. Manager Gross is seeking direction on maintaining the current maximum contribution or changing the 2023 maximum contribution. Page 34 of the Board Packet was reviewed in detail.

Upon **motion** by Vice-President Conrad, **second** by Director Terry and **carried by a 4 to 0 roll call vote**, a four percent (4%) increase to the District's Contribution for Health Insurance was approved.

**B. Consider Adopting Resolution No. 18-22, Accepting LAFCO Approval of Proposal No. 3254**

Manager Gross presented and clarified this is the action LAFCO took to approve dissolution of CSA-79, and the annexation of their sewer system into the Running Springs Water District. Manager Gross also reviewed the remaining schedule of this process including a protest hearing, billing, and Green Valley Lake resident notifications.

Upon motion by Vice-President Conrad, second by Director Terry and carried by a 4 to 0 roll call vote, Resolution No. 18-22, Accepting LAFCO Approval of Proposal No. 3254 was adopted (Resolution No. 18-22 on file in the District Office).

**C. Consider Approving Professional Services Agreement for Green Valley Lake SCADA Integration and Authorizing Expenditure for SmartCover Manhole Monitoring Equipment for Green Valley Lake Sewer Lift Stations**

Operations Manager, Trevor Miller, outlined the Professional Services Agreement and how the Green Valley Lake Sewer Lift Stations need to be integrated into the District's SCADA system. Trevor also reviewed the Frontier copper foam line currently in place and how if everything fails, we will still receive notifications. Trevor is also requesting to have battery powered, satellite transducers, which data log and work immediately. Portability, costs, and permits were discussed.

Upon motion by Director Terry, second by Vice-President Conrad and carried by a 4 to roll call 0 vote, Approving Professional Services Agreement for Green Valley Lake SCADA Integration and Authorizing Expenditure for SmartCover Manhole Monitoring Equipment for Green Valley Lake Sewer Lift Stations, not to exceed \$42,116.42, was approved.

**D. Consider Authorizing Staff to Purchase Two 800 MHZ Radios on Homeland Security/San Bernardino County Office of Emergency Services Grant**

Battalion Chief Cindy Strebel presented San Bernardino County Office of Emergency Services Grant, and the Fire Department's need for additional radios. The OES Grant will reimburse the District \$14,909.00, and the District will pay the remaining \$13,297.32. President Grabow inquired to where the District financial responsibility is coming from. Manager Gross, Secretary Crowder, and Battalion Chief Strebel provided responses.

Upon motion by Director Terry, second by Vice-President Conrad and carried by a 4 to roll call 0 vote, Authorizing Staff to Purchase Two 800 MHZ Radios on Homeland Security/San Bernardino County Office of Emergency Services Grant in the amount of \$28,206.32, was approved.

**E. Consider Authorizing Expenditure for Green Valley Lake Customer Account Conversion**

Manager Gross presented this action item. Approximately 1,170 customer utility billing accounts need to be established in the District's existing Tyler Incode 10 UB system as new sewer only UB accounts. This is being requested as a back-up to the existing in-house manual conversion that has taken place over the last several months, in the event that this conversion is unsuccessful. Manager Gross provided details of the conversion process and the Tyler Technology quote.

Upon **motion** by Vice-President Conrad, **second** by Director Terry and **carried by a 4 to roll call 0 vote**, Authorizing Expenditure for Green Valley Lake Customer Account Conversion in the amount of \$7,990, 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.

**General Manager's Report**

Manager Gross is working on a California State Water Resources Control Board grant for backup generators. The District should get an update on this early next year.

President Grabow requested a status update on GEMT. Manager Gross and Secretary Crowder confirmed the District received funds in the month of December 2022.


6. **Board Member Comments/Meetings**

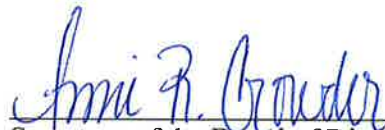
Director Terry inquired about Arrowhead Lake Association (ALA) buying electric trucks. Manager Gross and Operations Manager Miller could not confirm the validity of this inquiry.

7. **Meeting Adjourned**

The meeting was adjourned at 9:36 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