

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
June 21, 2023**

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, June 21, 2023, at the hour of 8:58 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
Mark Acciani, Director

The following Directors were absent:

Laura Dyberg, Director

Also present at the District were the following:

Ryan Gross, General Manager
Ward Simmons, Legal Counsel, Best Best & Krieger, LLP
Andrew Grzywa, Fire Chief (left at 9:38 A.M.)
Trevor Miller, Operations Manager (left at 9:21 A.M.)
Amie R. Crowder, Secretary to the Board/Administration Supervisor

Visitors present:

Richard Luczyski, Running Springs Resident (arrived at 8:58 A.M.)

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 8:58 A.M. by President Grabow. President Grabow led the assembly in the Pledge of Allegiance.

2. Recognize and Hear from Visitors/Public Comment

Richard Luczyski, Running Springs resident, introduced himself to the Board. Mr. Luczyski further inquired on business items such as ambulance services, water recycling, and funding sources for the District. Collectively, Manager Gross and the Board of Directors' answered Mr. Luczyski's questions.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures

C. Consider Adopting Resolution No. 07-23, Establishing Appropriations Limits for Fiscal Year Ending 2024

D. Consider Approving Ambulance Billing Write Offs

E. Consider Approving Annual Water Supply and Demand Assessment

F. Consider Adopting Resolution No. 08-23, Identifying the Terms and Conditions for the Fire Department Response Away from their Official Duty Station and Assigned to an Emergency Incident

Vice-President Conrad inquired about the Bay City Equipment Industries payable on page 11 of the Board Packet. Manager Gross and Operations Manager Miller provided details regarding this expense.

Upon **motion** by Vice-President Conrad, **second** by Director Acciani and **carried by a 4 to 0 vote**, the Consent Items were approved (Resolution No. 07-23 and 08-23 are on file in the District office).

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 Approving Resolution No. 09-23, Adopting the Fiscal Year Ending 2024 and 2025 District Budget

Manager Gross presented introduced the budget and explained there were no significant changes since the last review. The property/liability insurance premiums were adjusted based on the recently received amounts. The ROWCO Water Tank Project was reviewed. Visitor Richard Luczynski inquired about this project and Manager Gross provided explanation.

Upon **motion** by Vice-Present Conrad, **second** by Director Terry and **carried by a 4 to 0 vote**, Adopting Resolution No. 09-23, Adopting the Fiscal Year Ending 2024 and 2025 District Budget including an additional lump sum payment to CalPERS UAL Miscellaneous Plan in the amount of \$100,000, was approved (Resolution No. 09-23 is on file in the District office).

B. Public Hearing and Consideration of Adopting Ordinance No. 59 Establishing Fees for Ambulance Services and Other Miscellaneous Fees

1. The Public Hearing was opened at 9:20 A.M.
2. Staff Presentation was made;
3. There was no Written Public Comment;
4. There was no Oral Public Comment;
5. Board Discussion/Comments;
6. The Public Hearing was closed at 9:24 A.M.
7. Consider Adoption of Ordinance No. 59.

Upon motion by Vice-President Conrad, second by Director Acciani and carried by a 4 to 0 vote, Ordinance No. 59 Establishing Fees for Ambulance Services, was adopted and approved (Ordinance No. 59 is on file in the District office).

C. Consider Adjustment to Legal Services Billing Rates

Ward Simmons, Legal Counsel, Best Best & Krieger, LLP presented the new legal fees being proposed and stated that the firm is requesting a rate increase, in which the last increase was in 2014. Since 2014, the Consumer Price Index has increased 33.3%. The proposed rates represent a 25% increase with annual rate increases of 5% each year thereafter. Minimal discussion ensued.

Upon motion by Director Acciani, second by Director Terry and carried by a 4 to 0 vote, The proposed Adjustment to Legal Services Billing Rates, was approved.

D. Consider Awarding Construction Contract for Valley View Water Pipeline Replacement Project

Manager Gross shared that the project went to bid on June 14th, 2023, with four (4) contractors walking the job. Only one bid was received by Altmeyer, Inc. for a total of \$599,378.00. Manager Gross is recommending the Board award the project.

Upon motion by Vice-President Conrad, second by Director Acciani and carried by a 4 to 0 vote, The Board Awarded a Construction Contract for the Valley View Water Pipeline Replacement Project, in the amount of \$599,378 to Altmeyer Inc., authorized the General Manager to execute the contract and approve change orders, if needed, not to exceed 15% of the original contract amount.

E. Consider Approving Additional Investment Diversification in Treasury Bills

Manager Gross reviewed the current interest rates on laddered Certificate of Deposits and the financial benefit of a 6-month treasury investment. Minimal discussion ensued.

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 4 to 0 vote**, The Board approved a transfer of up to \$1,300,000 from LAIF to Multi Banks Securities for investment in additional laddered CDs and up to \$4,000,000 for investment in U.S. Treasury Bills.

F. Consider Authorizing Expenditure for Wastewater Treatment Plant MBR 1 Lower Module Replacements

Operations Manager Trevor Miller provided details of the staff report and the benefits to the installation of these modules. Installation will remain in-house in order to minimize the use of contractors. Minimal discussion regarding tank levels and how frequently these needs to be replaced were discussed.

Upon **motion** by Director Acciani, **second** by Director Terry and **carried by a 4 to 0 vote**, The Board authorized the Expenditure for Wastewater Treatment Plant MBR 1 Lower Module Replacements in the amount of \$259,443.

5. General Manager's Report

Manager Gross informed the Board of Director's that the check from San Manuel was received and is going toward the new fire engine.

Supervisor Crowder informed the Board of Director's a new Accounts Payable/Payroll Specialist, Cari Daw, was hired and will begin on June 27, 2023.

6. Report from Legal Counsel

Ward Simmons, Legal Counsel, Best, Best & Krieger reported the State Water Project allocation is at 100% for the first time in 17-years; and the reservoirs are higher than they were the month prior. Ward continued to inform the Board of Director's on an update on the U.S. Supreme Court's ruling that curtailed the power of the Environmental Protection Agency to regulate the nation's wetlands and waterways.

7. Board Member Comments/Meetings

Director Terry commended the District for the outstanding insert that was provided in the most recent billing and is happy to see the Fire Department in the newspaper. Manager Gross provided an update on the change of ownership of one of the local newspapers.

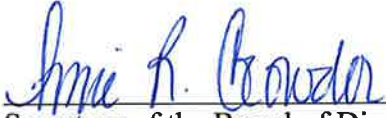
8. Meeting Adjourned

Upon motion by President Grabow and second by Director Acciani, the meeting was adjourned at 9:53 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District