

**LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR MEETING OF THE BOARD OF
DIRECTORS**

DATE: July 27, 2021

TIME: 5:30 p.m.

PLACE: Via Teleconference
<https://global.gotomeeting.com/join/390369197>
+1 (571) 317-3112 Access Code: 390-369-197

ATTENDANCE: ***Board Members Present:***
Steve Boydston, Vice President
Ryan Gross, Director
Robert Morris, Director
John Wurm, President

Board Members Absent:
Steve Keefe, Director

Others Present:
Catherine Cerri, General Manager
Lindsay Puckett, Special Counsel
Glen Price, Special Counsel
Mike Blackwood, Field Operations Manager
Matt Brooks, Operations Manager
Kathleen Field, Board Secretary
Natalie Potter, Human Resources Manager
Matt O'Kelly, Wastewater Operations Supervisor
Members of the Public – None

The Meeting was called to Order at 5:30 p.m. by John Wurm, President, who led those present in the Pledge of Allegiance to the Flag of the United States of America.

AGENDA POSTING CERTIFICATION

Board Secretary Field certified the proper posting of the agenda and called the roll.

APPROVAL OF AGENDA

The Board, by general consensus, approved the July 27, 2021 Regular Board Meeting agenda as presented.

PUBLIC COMMENT

No written or oral public comments were received.

CONSENT CALENDAR

Listed on the Consent Calendar were the following items for approval:

1. Approval of Meeting Minutes.

June 22, 2021 Regular Board Meeting Minutes

2. Consider Accepting Manhole Inflow Reduction Project No. 225 as Complete.

3. Consider Approving Investment Transactions for June 2021.

Ms. Field took a roll call vote as follows:

Vice President Boydston **MOVED** and Director Gross **SECONDED** to approve Consent Calendar Items 1-3 as presented.

CARRIED: **AYES:** Boydston, Gross, Morris, and Wurm
 NOES: None
 ABSTAIN: None
 ABSENT: Keefe

INFORMATION AND DISCUSSION ITEMS

4. Departmental Reports.

- a. District Corporation Yard Project No. 177 Update
- b. Engineering Manager's Report – Capital Improvement Program Second Quarter 2021
- c. Human Resources Manager's Second Quarter 2021 Report
- d. Operations Manager's Report

Ms. Cerri reported that the District Corporate Yard Project was scheduled to go to the Planning Commission meeting for the Conditional Use Permit approval in August. Ms. Cerri noted that there would be a delay in steel; steel supplies were very low and is affecting the price of steel. The project will need to be delayed. Market analysis reflected that steel prices should go down in the next six months but not as low as at the execution of the contract. Ms. Cerri responded to questions regarding permitting. Ms. Cerri provided a report on Engineering Capital Improvement Projects as follows: Blue Jay Deck Improvements Project was complete; waiting for the permit for the Blue Jay Well Project; Antler Wildrose Water Replacement Project was going out to bid. Ms. Cerri, in response to questions regarding Groundwater Well No. 2, stated it was offline; however, District staff attempted to flush the well to remove chemicals, but the District did not have the equipment necessary to flush the well. Staff has contacted the contractor to return to adequately remove the residual chemicals. Mr. Brooks also responded to additional questions regarding the process of well flushing. Ms. Potter reported that two new Field Operations Workers with experience in the industry were hired. A new Engineering Technician was hired and had experience in drafting and Geographic Information System (GIS). The District was now fully staffed. Staff continues to complete the required online training and are bringing back drills and hands-on weekly tailgates. Regarding Risk Management, the pooled liability insurance information was received, and she was monitoring. There was an increase in insurance due to wildfires in California. Benefits renewal was coming in at a 4.86% increase; however, anticipating an overall increase of 4%. Ms. Potter responded to questions on the insurance increase. Mr. Brooks reported water consumption through the first six months of 2021 looked similar compared to 2020. Lake draw, wells to the system, and water delivered to the Lake Arrowhead Country Club are similar to last year. Mr. Brooks mentioned that the District budgeted CLAWA II water, adding that CLAWA approved a temporary tie-in for the Spyglass project. If pressure is lost or some other catastrophic event occurs, the District would purchase CLAWA water.

5. General Manager's Report.

Ms. Cerri stated that she did not have anything to add to her report provided in the agenda packet. She mentioned that there is a lot of information coming out on the drought and will keep an eye on it.

ACTION ITEMS

6. Consider Awarding a Contract for I & I Manhole Rehabilitation 2021 Project No. 226.

Ms. Cerri reported manhole rehabilitation was done by the District every year. The project was put out to bid, and the low bidder was Sancon Technologies, Inc. for

\$82,855.00; with the contingencies, the estimated amount was \$95,283.00. The total project budget was \$150,000.00, and the project qualifies for I & I. Following Board consideration, Vice President Boydston **MOVED** Director Morris **SECONDED** to award a contract for the construction of I & I Manhole Rehabilitation Project No. 226 to Sancon Technologies, Inc. for their low responsive and responsible bid of \$82,855.00, and authorize the General Manager to execute the contract and to approve change orders for the Project as required in the field during contract time for an amount not to exceed 15% of the original contract amount.

Ms. Field took a roll call vote as follows:

<u>CARRIED:</u>	AYES:	Boydston, Gross, Morris, and Wurm
	NOES:	None
	ABSTAIN:	None
	ABSENT:	Keefe

7. Consider Approving the Purchase of Replacement UV Lamps for the Grass Valley Wastewater Treatment Plant Trojan UV System.

Mr. Brooks reported that the Trojan UV disinfection system is an integral part of the Recycled Water process within the Grass Valley Wastewater Treatment Plant. The Trojan UV system consists of two “trains”, and there are sixty-four lamps per train. The lamps are certified for 12,000 hours of run life. The lamps are less effective if they exceed their 12,000-hour run life and may result in positive coliform bacteria results in our Recycled Water that we supply to the Lake Arrowhead Country Club for irrigation purposes. This purchase request is to replace the existing lamps in Trojan Train B, as they currently have approximately 11,500 run hours. District staff will be installing the new UV lamps. Usually, it takes just under two years for the bulbs in each train to accumulate 12,000 run hours; therefore, District staff budgets to replace one train every two years and switches amongst the two trains once one of them hits the 12,000-hour mark. These UV lamps are a budgeted item and will be funded by the 160 Supplemental Water Fund. The fiscal impact will be \$31,381.95. The budget amount was \$30,000.00 and was slightly over budget due to cost increases and the addition of extra UV lamps. Mr. Brooks responded to questions.

Following Board consideration, Vice President Boydston **MOVED** and Director Gross **SECONDED** to approve the purchase of replacement UV lamps for the Grass Valley Wastewater Treatment Plant Trojan UV System.

Ms. Field took a roll call vote as follows:

<u>CARRIED:</u>	AYES:	Boydston, Gross, Morris, and Wurm
	NOES:	None
	ABSTAIN:	None
	ABSENT:	Keefe

8. Consider Approving the Purchase of Two Ammonia Probes, One Ammonia Analyzer, Two SC1000 Controllers, and Two Filtration Systems from Hach for the Grass Valley Wastewater Treatment Plant.

Mr. Brooks pointed out the purchase was for two ammonia probes, two ammonia analyzers, two SC1000 controllers, and two filtration systems from Hach for the Grass Valley Wastewater Treatment Plant (GVWWTP). For the past three years, the District has been working with Dudek, an engineering consulting firm, to find a solution for the nitrification issues experienced at the GVWWTP during periods of high organic loadings, which typically would be a major holiday. We have recently completed two different pilot studies, trying different technologies to assist with the current nitrification process, an attempt to keep the District in compliance during times of heavy organic loadings, such as major holidays. Through the two previous pilot studies, it has been realized that the Trickling filters at the GVWWTP perform well and benefit from a stable primary effluent ammonia-N at less than or equal to 300 lbs/day but they become increasingly unstable and have more difficulty meeting the Waste Discharge Requirements when it receives a mass-load of > 300 lbs/day. To understand this more thoroughly and know when to react/respond accordingly with either load management and future chemical addition, or a combination of both, the District needs to see the ammonia load in real-time. Mr. Brooks went over the background information as outlined in the memorandum distributed in the agenda packet. The 200 Wastewater fund will provide funding for this purchase. This item was not specifically budgeted; however, it can be categorized as an “Efficiency Upgrade” based on Dudek’s recommendations. The fiscal impact would be \$79,305.73, including installation start-up services, annual calibration services for the first year, sales tax, and freight charges. Currently, \$750,000 is budgeted for the fiscal year 2021-22 for GVWWTP Efficiency Upgrades. District staff will install the new analyzers and appurtenances. Mr. Brooks responded to questions.

Following Board consideration, Vice President Boydston **MOVED** Director Gross **SECONDED** to approve the purchase of two ammonia probes, two ammonia analyzers, two SC1000 controllers, and two filtration systems from Hach for the Grass Valley Wastewater Treatment Plant.

Ms. Field took a roll call vote as follows:

<u>CARRIED:</u>	AYES:	Boydston, Gross, Morris, and Wurm
	NOES:	None
	ABSTAIN:	None
	ABSENT:	Keefe

BOARD MEMBER MEETINGS

No Board members requested to attend any meetings.

BOARD MEMBER COMMENTS

There were no Board member comments.

CLOSED SESSION

The Board, Ms. Cerri, Ms. Field, Mr. Price, Ms. Puckett went into the Closed Session to discuss item 1 at 6:02 p.m.

1. Conference with Legal Counsel – Existing Litigation

Paragraph (1) of subdivision (d) of Section 54956.9.

Name of case: The City of Hesperia v. Lake Arrowhead Community Services District, et al., Case No. CIVIDS2019176

OPEN SESSION

The Board came out of Closed Session at approximately 6:22 p.m. President Wurm announced that there were no reportable actions taken in Closed Session pursuant to the Brown Act.

ADJOURNMENT

Vice President Boydston **MOVED** and Director Morris **SECONDED** to adjourn the meeting. The meeting was adjourned at approximately 6:23 p.m.

<u>CARRIED:</u>	AYES:	Boydston, Gross, Morris, and Wurm
	NOES:	None
	ABSTAIN:	None
	ABSENT:	Keefe

Kathleen Field, Board Secretary