

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

DATE: June 25, 2019

TIME: 5:30 p.m.

PLACE: LACSD Blue Jay Board Room
27307 St. Hwy. 189, Ste. 104
Blue Jay, CA 92317

ATTENDANCE:

Board Members Present:

Steve Boydston, Vice President
Ryan Gross, Director
Steve Keefe, Director
Robert Morris, Director
John Wurm, President

Board Members Absent:

None

Others Present:

Catherine Cerri, General Manager
Joseph Byrne, General Counsel
Mike Blackwood, Field Operations Manager
Matt Brooks, Operations Manager
Tony Carricaburu, Mechanical Maintenance Supervisor
Kathleen Field, Board Secretary
Aida Hercules-Dodaro, District Engineer
John O'Brien, Finance Manager
Natalie Potter, Human Resources Manager
Members of the Public - One

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

APPROVAL OF AGENDA

The Board by general consensus approved the June 25, 2019 Regular Board Meeting agenda as presented.

PUBLIC COMMENT

There was no Public Comment.

CONSENT CALENDAR

Ms. Field informed the Board that there was a correction to the minutes. Text was inadvertently missing from the May 28, 2019 Regular Board Meeting Minutes on page four when the PDF document was converted and combined for the agenda packet. The missing text was “seconded to award a Professional Service Contract with Microvi to move.” Listed on the Consent Calendar were the following items for approval:

1. Approval of Meeting Minutes.

May 28, 2019 Regular Board Meeting Minutes

- 2. Consider Approving a Contract Amendment No. 4 for As-Needed Materials Testing and Geotechnical Inspections Services Contract with Ninyo & Moore.**
- 3. Consider Candidates for a Representative to the California Special Districts Association Board of Directors Seat B.**
- 4. Consider Adopting Resolution No. 2019-04 Establishing Appropriations Limit for Fiscal Year 2019-20.**
- 5. Consider Adoption of Resolution No. 2019-05 Approving an Exemption Under the California Environmental Quality Act for an Increase in the Supplemental Water Buy-In Capacity Fee for Residential, Commercial, and Institutional Customers for the Fiscal Year 2019-20; Approving the Capacity Fee and Directing Staff to File a Notice of Exemption.**

President Wurm **MOVED** and Director Keefe **SECONDED** to approve May 28, 2019 Regular Board Meeting Minutes as corrected and Consent Calendar Items 2- 5 as presented.

Ms. Field took a roll call vote as follows:

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

INFORMATION AND DISCUSSION ITEMS

6. Departmental Reports.

- a. District Engineer's Update on the District Corporation Yard Project No. 177**
- b. Operations Manager's Report**

Ms. Cerri, in response to a question, stated that there was no additional information to provide at this time on the District Corporation Yard Project No. 177 update. Mr. Brooks responded to a question regarding unmetered water.

7. Finance Manager's CalPERS Pension Plan Update.

Mr. O'Brien presented an overview of the District CalPERS pension plan which included; overview of the plan, plan changes, plan components, projected pension plan costs, unfunded accrued liability (UAL) funding options, and available funding options. Mr. O'Brien responded to a series of questions regarding the UAL. Board members requested that options to pay down the unfunded accrued liability be provided to the Board.

8. General Manager's Report.

Ms. Cerri informed the Board that Lahontan had requested that a public workshop be held to allow public comment on the die tracer study. The public workshop would be held between 4:30 p.m. and 5:00 p.m. and Board member attendance was optional. Ms. Cerri, in response to a Board member question, stated that Project #204 Inflow and Infiltration (I&I) Rehabilitation was for manhole rehabilitation.

ACTION ITEMS

9. Consider Approving the Purchase of Clear SCADA Annual Service and Support for the District SCADA System.

Mr. Brooks explained that the SCADA system was an integral part of the operation of the District and was essentially the virtual command center for the water and

wastewater operations. The system allows District personnel to monitor and operate equipment from remote location and notifies staff 24/7 365 days per year when abnormal conditions exist. The Clear SCADA Support Renewal was necessary to upgrade the six computers running the District SCADA System and were scheduled for replacement by the District's IT Consultants. Mr. Brooks noted that the software renewal and support was not a non-budgeted item and funded by both Water and Wastewater. The recommendation for Board consideration was to purchase ClearSCADA annual service and support for six active licenses at a cost of \$35,904.00 sales tax not included, from Schneider Electric. Mr. Brooks responded to questions posed by Board members.

Following Board consideration, Director Gross **MOVED** and Director Keefe **SECONDED** to purchase ClearSCADA annual service and support for six active licenses at a cost of \$35,904.00 sales tax not included from Schneider Electric.

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

10. Consider Approving the Purchase of three (3) New Pumps for the Cedar Ridge Booster Station Upgrade Project #178.

Immediately following the announcement of Action Item 10, Director Morris recused himself from the item due to the location of the project. Director Morris departed the board room at approximately 5:51 p.m. Mr. Brooks presented the recommendation to approve the purchase of three new pumps and motor at a cost of \$130,413.00 sales tax and freight not included, from Cortech Engineering for the Cedar Ridge Booster Pumps & Station Upgrade Materials Project No. 178.

Following Board consideration, Director Keefe **MOVED** and Vice President Boydston **SECONDED** to purchase three new pumps and motor at a cost of \$130,413.00, sales tax and freight not included, from Cortech Engineering for Cedar Ridge Booster Pumps and Station Upgrade Materials Project No. 178.

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

Director Morris returned to the board room at approximately 5:55 p.m.

11. Public Hearing and Consideration to Adopt Resolution No. 2019-06 Adopting the Report of the Annual Wastewater Services (Sewer) Fees and Directing the General Manager to File Said Report with the San Bernardino County Auditor-

**Controller/Treasurer/ Tax Collector and Request the Auditor-
Controller/Treasurer/Tax Collector Place the Fiscal Year 2019-20 Wastewater
Service (Sewer) Fees on the Tax Roll.**

- a) President Wurm opened the Public Hearing at 5:55 p.m.
- b) Ms. Field made a statement as to the proper notification of the Public Hearing.
- c) Ms. Field made a statement as to the purpose of the Public Hearing.
- d) Mr. O'Brien stated that the District has approximately 2300 customers who are sewer only customers. In the past, as a cost-savings measure instead of sending out monthly bills for the sewer fees; the sewer fees were placed on the County tax roll. The total annual fee for fiscal year 2019-20 for residential sewer only customers will be \$653.22.
- e) Ms. Field stated that the District did not receive any written public comment.
- f) There was no oral public comment.
- g) Mr. O'Brien responding to a Board member question explained that the 12 months at \$53.53/month plus 6 months at \$1.81/month, was from timing because the Board approves rates on a calendar year basis, and the tax roll was on a fiscal year.
- h) President Wurm closed the Public Hearing at 5:58 p.m.
- i) There were no Board member comments.

Following Board consideration, Director Gross **MOVED** and Director Morris **SECONDED** to adopt resolution No. 2019-06 adopting the report of the annual wastewater service fees and directing the General Manager of the District to file said report with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector and request the Auditor place the fiscal year 2019-20 Wastewater Service Fees on the tax roll.

Ms. Field took a roll call vote as follows:

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

BOARD MEMBER MEETINGS

No Board members requested to attend any meeting.

BOARD MEMBER COMMENTS

There were no Board member comments.

CLOSED SESSION

The Board, Mr. Byrne, and Ms. Cerri went into Closed Session at approximately 5:59 p.m. to discuss items 1-2.

- 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. CIVDS160201

- 2. **Conference with Legal Counsel – Anticipated Litigation.**
 Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code section 54956.9: (One case)

OPEN SESSION

The Board came out of Closed Session at approximately 6:10 p.m. Mr. Byrne announced that there were no reportable actions taken in the Closed Session.

ADJOURNMENT

Director Keefe **MOVED** and Director Morris **SECONDED** to adjourn the meeting. The meeting adjourned at approximately 6:11 p.m.

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

Kathleen Field
 Kathleen Field, Board Secretary