

REGULAR BOARD MEETING
January 5, 2021
Wrightwood Community Building
1275 State Highway 2
Wrightwood, CA

MINUTES

Board Members Present: Leo Hordyk, Vice President (online)
Natalie Lopiccolo, Member (online)
Chuck Franklin, Member (online)
Michelle Schneider, Member (online)
Sadie Albers, Member (online)

Staff Present: Steve Kennedy General Counsel (online)
Lori Golden General Manager (online)
Tamara Keen Secretary (online)

Call to Order

Vice President Hordyk called the Meeting to order at 6:30 p.m.

1. **Roll Call:** All present
2. **Approval of Agenda:** Director Lopiccolo motioned to approve the agenda with the change to move Portable Restrooms: Discussion and Possible Action to after the General Managers Report. Director Schneider seconded the motion. Agenda was approved unanimously.
3. **Public Comment:** Randy Marbach read a letter sent to the Board from The Wrightwood Property Owners Association in regards to the annual snow players. Pamela Wright noted that she had sent a list of 9 concerns regarding the proposed Eastside Park to the Board. Andrea Ball spoke on the mess and sanitation issues on the west side of town. People were seen urinating near the well on an empty lot near Cardinal.
4. **Agency Reports:** Andy Silao from the Department of Public Works addressed the Board regarding the Lone Pine Canyon bridge project. Project is 2.6 million dollars and the anticipated finish date is February 2021. The delay has been due to utility issues and the recent fire. Sgt. Solorio from the San Bernardino Sheriff's Department reported that December had 116 calls for service with 6 reports taken. The reports were for 1 assault, 2 thefts, 1 missing person, and 2 deaths. The calls reported do not reflect the most recent week from Christmas to New Year's. Both CHP and the Sheriff's Department were present that weekend and wrote 483 citations with the new \$150 fine for parking and snow play. The CHP is responsible for Lone Pine Canyon and Highway 2 issues. The San Bernardino County Sheriff was on side streets and in the town (some foot patrol). Christopher Porter from the Office of Supervisor Cook's office introduced himself and offered help should Wrightwood need it from the Supervisor's Office. Battalion Chief Kelly Anderson spoke for the San Bernardino County Fire. There were 136 calls for medical aid in December. The drive from the fire station to Mt. High is normally 8 minutes and during this past snow play weekend it went to about 40 minutes. Battalion Chief Anderson asked if it would be possible to tow vehicles to relieve some of the traffic issue.
5. **Board Officer Appointments:** Director Franklin motioned to have 2 separate votes for the President and Vice President officers. Director Schneider seconded the motion and it was passed unanimously. Director Franklin asked if anyone was interested in being President and Vice President Hordyk indicated that he was interested. Director Lopiccolo recommended Vice President Hordyk as well

as made a motion for Leo Hordyk to be named a President. Director Schneider seconded the motion and it was approved unanimously. President Hordyk motioned for Chuck Franklin to be name as Vice President and Director Schneider seconded the motion. The motion was passed unanimously. It was noted that the Board is required to have Board Appointments 45 days after a General Election. The Board agreed that they wished to review Board Member Appointments every January. The bank signature card will need to be updated to remove Wes Zuber and include President Hordyk, Vice President Franklin, Members Schneider, Lopiccolo and Albers.

6. Consent Calendar: Director Franklin motioned to accept the minutes and Director Schneider seconded. The motion was passed unanimously.

7. General Managers Report: General Manager Golden reported regarding the portable restrooms and the addition of 4 more units. All but 2 units were cleaned on an emergency basis on January 4th due to the overload from the New Year's Snow weekend. GM Golden also added 6 extra trash cans in the parking lot and parks. Brent Spears from CR&R placed an extra unlocked dumpster in the Community Building parking lot. Brent also offered more dumpsters if the residents would provide manpower for trash pickup.

8. Portable Restrooms: Patrick Boyle spoke the need for more to be done during the weekends we have snow players in town. He stated that the original 6 portable restrooms are not enough and it is causing an unwelcome issue with the merchants. Mr. Boyle suggested looking into a Waste Water Management Facility similar to that at Mt. High. Vice President Franklin questioned the cost of increasing the units and dumping as it is not something that was planned for in the budget. President Hordyk mentioned coin operated units. The Board thanked Brent Spears and CR&R for their support of the community. Randy Marbach asked that the Wrightwood Property Owners Association be included in the meetings for any committee. Director Lopiccolo motioned to create a Standing Committee of Vice President Franklin and Director Albers to pursue solutions to these issues. Director Schneider seconded the motion and it was passed unanimously. President Hordyk suggested to allow General Manager Golden to have the units cleaned twice on an as needed basis without getting prior Board approval. Vice President Franklin made the motion and Director Lopiccolo seconded it. The motion passed unanimously.

9. November and December Financial Statements: Vice President Franklin questioned the November Andy Gump invoice. GM Golden agreed to review it. Director Lopiccolo asked about the amount coded to Health Permit. GM Golden explained that it was a permit that the CSD must carry for the kitchen usage. It was requested that GM Golden contact the registrar to determine the costs of the November election.

10. Website Authorizations and Updates: GM Golden reported on the recent computer and website issues. Wes Zuber and UIA were able to restore the website with minimal loss of data. Mr. Zuber recommended GM Golden and staff retain editor rights to make changes to the website but not add or delete users. UIA and Mr. Zuber will have administrator rights and will be able to do anything on the website. Director Schneider motioned to accept the recommendations. Director Lopiccolo seconded the motion and the motion was passes unanimously.

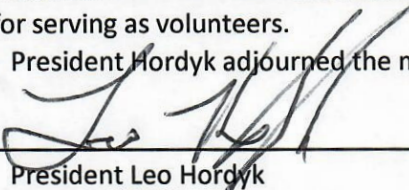
11. Per Capita Grant Consultant Invoice: The Board discussed the consultant invoice from Al Morrissette that was tabled during the October 2020 meeting. GM Golden explained that grant funds cannot be used to pay this invoice. Director Schneider expressed the desire to resolve the issue during this meeting. Director Schneider made the motion to pay the invoice for \$1,460 as a final payment for services. President Hordyk seconded the motion and the motion was passed 4-1 with Vice President Franklin voting no on the motion.

12. Per Capita Consultant Contract: GM Golden presented the continuation of the consultant contract that was tabled from the October 2020 meeting. The Board took no action on this item.

13. Playground Slide Repair: GM Golden presented the continuation of the repair from October 2020 meeting. In addition, there is a broken section on the play structure bridge. The Board took no action on this item due to the Per Capita Grant being decided on.

- 14. Purchasing Policy Resolution:** General Counsel Kennedy presented Resolution 2021-01 establishing Purchasing Policy. Director Schneider motioned to accept Resolution 2021-01 and Vice President Franklin seconded. The motion was passed unanimously.
- 15. Emergency Purchasing Guidelines:** General Counsel Kennedy presented Resolution 2021-02 Establishing Emergency Purchasing Procedures. Director Lopiccolo motioned to accept the resolution and Vice President Franklin seconded the motion. The motion passed unanimously.
- 16. Savings Account Transfers Protocol:** General Counsel Kennedy presented Resolution 2021-03 Establishing a Savings Account Transfer Policy. Director Schneider motioned to accept Resolution 2021-03 Vice President Franklin seconded. The motion was passed unanimously.
- 17. Snow Removal Ad Hoc Committee:** President Hordyk reported that he had obtained a donation to pay for the consultant to study the feasibility of adding snow removal powers to the CSD. President Hordyk will be in contact with Kathleen McDonald to sign the consulting agreement.
- 18. CSD Building Opening:** There are no plans to open the building at this time.
- 19. Future Board Meeting:** The next Board meeting will be held on February 2, 2021 and will be a remote meeting.
- 20. Directors Comments:** Director Albers expressed excitement to be part of the CSD Board. Director Schneider welcomed Director Albers and wished everyone a Happy New Year. Director Lopiccolo also welcomed Director Albers as did Vice President Franklin. President Hordyk welcomed Director Albers and thanked the Board for serving as volunteers.
- 21. Adjournment:** President Hordyk adjourned the meeting at 9:29 P.M.

Minutes approved by: _____


President Leo Hordyk