

MINUTES OF A REGULAR BOARD MEETING
CITY OF BIG BEAR LAKE,
DEPARTMENT OF WATER AND POWER
BOARD OF WATER AND POWER COMMISSIONERS
January 26, 2016

OPEN SESSION

A Regular Meeting of the City of Big Bear Lake, Department of Water and Power Board of Water and Power Commissioners was called to order at 9:00 a.m. by Chair Smith at 41972 Garstin Drive, Big Bear Lake, California.

BOARD MEMBERS PRESENT:

Bob Tarras, Vice Chair
Craig Hjorth, Treasurer
Alan Lee, Commissioner
Kristin Saukel, Commissioner

BOARD MEMBERS EXCUSED:

Don Smith, Chair

PLEDGE OF ALLEGIANCE

Jack Roberts, Board Secretary

PUBLIC FORUM

No public comment was received during the Public Forum.

1. CONSENT CALENDAR

1.1 Approve Minutes of Regular Board Meeting Dated November 24, 2015

Motion made by Commissioner Saukel, seconded by Treasurer Hjorth and carried 4-0 to approve consent calendar items.
AYES: Hjorth, Lee, Saukel, Tarras
NOES: -

2. DISCUSSION / ACTION ITEMS

2.1 Check Register

Board reviewed and discussed the check register for November and December 2015 with Management.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel and carried 4-0 to authenticate the Check Register for November and December 2015 as presented.
AYES: Hjorth, Lee, Saukel, Tarras
NOES: -

2.2 USBR Grant Resolution Approvals

Board reviewed and discussed the proposed resolution approving DWP grant applications.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel and carried 3-0 (with Commissioner Lee abstaining) to approve the USBR Grant Resolutions.
AYES: Hjorth, Saukel, Tarras
NOES: -
Abstain: Lee

2.3 Amendment No. 1 to ALDA Inc. CIP Agreement

Board reviewed and discussed approving Amendment No. 1 with ALDA Inc. CIP Agreement and the associated budget adjustment.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel and carried 4-0 to approve Amendment No. 1 to the ALDA Agreement and the associated budget adjustment.

AYES: Hjorth, Lee, Saukel, Tarras

NOES: -

2.4 3-Year Contract for On-Call Hydrogeological Services

Board reviewed and discussed awarding the On-Call Hydrogeological Services contract.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel and carried 4-0 to approve the 3-year On-Call Hydrogeological contract with Thomas Harder and Company.

AYES: Hjorth, Lee, Saukel, Tarras

NOES: -

2.5 3-Year Contract for On-Call Engineering Services

Board reviewed and discussed awarding the On-Call Engineering Services contract.

Motion made by Commissioner Saukel, seconded by Treasurer Hjorth and carried 4-0 to approve the 3-year On-Call Engineering contract with WSC.

AYES: Hjorth, Lee, Saukel, Tarras

NOES: -

2.6 3-Year Contract for On-Call Engineering Services

Board reviewed and discussed awarding the On-Call Environmental Services contract.

Motion made by Commissioner Lee, seconded by Commissioner Saukel and carried 4-0 to approve the 3-year On-Call Environmental contract with Tom Dodson and Associates.

AYES: Hjorth, Lee, Saukel, Tarras

NOES: -

2.7 Conservation Policy

Board reviewed and considered adopting revisions to the conservation policy.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel and carried 4-0 to approve the proposed changes to the Conservation Policy.

AYES: Hjorth, Lee, Saukel, Tarras

NOES: -

2.8 Toilet Rebate

Board reviewed and considered adopting revisions to the conservation policy.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel and carried 4-0 to approve the proposed addition of a rebate for toilet rebates that meet the new lower standards.

AYES: Hjorth, Lee, Saukel, Tarras

NOES: -

2.9 Benefits Administration Company

Board reviewed and considered adopting the staff recommended change in benefit administrators.

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Motion made by Commissioner Saukel, seconded by Commissioner Lee and carried 4-0 to approve Beneflex as the DWP Benefit Administrator.

AYES: Hjorth, Lee, Saukel, Tarras

NOES: -

2.10 Short-term Staffing Request

Board reviewed and considered adopting the staff recommended short-term staffing request.

Motion made by Treasurer Hjorth, seconded by Commissioner Lee and carried 4-0 to approve the proposed short-term staffing request of two temporary employees.

AYES: Hjorth, Lee, Saukel, Tarras

NOES: -

2.11 Departmental Reports

2.12 Board Member Reports

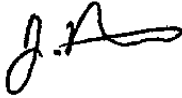
2.12.1 Discussion

Commissioner Lee requested:

- a. Clarification on the Form 700s.
- b. IT support for new DWP account set-up.
- c. Tour of Field Work.

ADJOURNMENT

No additional business came before the Board. At 12:46 PM Vice-Chair Tarras adjourned the meeting.



Jack P. Roberts, Board Secretary
DWP Board of Commissioners

Approved at meeting dated: February 23, 2016