

MINUTES OF A REGULAR BOARD MEETING
CITY OF BIG BEAR LAKE,
DEPARTMENT OF WATER AND POWER
BOARD OF WATER AND POWER COMMISSIONERS
February 23, 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:

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

BOARD MEMBERS EXCUSED:

NONE

PLEDGE OF ALLEGIANCE

Kristin Saukel, Commissioner

PUBLIC FORUM

No public comment was received during the Public Forum.

1. CONSENT CALENDAR

1.1 Approve Minutes of Regular Board Meeting Dated January 26, 2015

Motion made by Vice Chair Tarras, seconded by Commissioner Saukel and carried 4-0 to approve consent calendar items.

AYES: Hjorth, Lee, Saukel, Tarras

NOES: -

ABSTAIN: Smith

2. DISCUSSION / ACTION ITEMS

2.1 Election of Board Officers

Board elected officers. Board discussed whether the Board Secretary position should be elected. It was determined that the Board Secretary position should be researched and brought to the March Board meeting.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel and carried 5-0 to elect Don Smith as Chair, Bob Tarras as Vice Chair, and Craig Hjorth as Treasurer for 2016.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

2.2 Committee Appointments

Board discussed and by consensus decided to maintain the current Technical Review Team committee appointments of Chair Smith and Treasurer Hjorth.

2.3 Check Register for 1/1/2016 to 1/31/2016

Board reviewed and discussed the check register for January 2016 with Management.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel and carried 5-0 to authenticate the Check Register for January 2016 as presented.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

2.4 Resolution No. 2016-02, Ratification of the Employment Agreement with the General Manager and Establishing the Compensation for the Position of General Manager

Board reviewed and discussed the proposed resolution codifying the GM contract and salary.

Motion made by Commissioner Lee, seconded by Treasurer Hjorth and carried 5-0 to approve Resolution No. 2016-02, ratifying the GM agreement and compensation.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

2.5 Water Conservation/Public Information Specialist Job Description Modification

Board reviewed and discussed approving the job description modification for the Water Conservation/Public Information Specialist position.

Motion made by Commissioner Lee, seconded by Vice Chair Tarras and carried 5-0 to approve the job description modification for the Water Conservation/Public Information Specialist position.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

2.6 Resolution No. 2016-03, Temporary/Seasonal Employee Compensation Revision

Board reviewed and discussed revising compensation for temporary and seasonal employees.

Motion made by Vice Chair Tarras, seconded by Commissioner Lee and carried 5-0 to approve Resolution No. 2016-03 the revision to temporary/seasonal compensation.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

2.7 Resolution No. 2016-04, Conversion of Full-time Seasonal Position to Year-round Part-time in Conservation Technician Position

Board reviewed and discussed converting a seasonal position to a part-time year-round position in Water Conservation.

Motion made by Treasurer Hjorth, seconded by Vice Chair Tarras and carried 5-0 to approve Resolution No. 2016-04, the conversion of a seasonal position to a part-time regular position as a Water Conservation Technician.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

2.8 December 31, 2015 Financial Analysis

Board requested staff a quarterly comparison of the data for non-revenue water (loss).

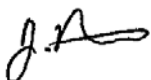
2.9 Management Reports

Board reviewed and asked questions about management reports.

2.10 Board Member Reports

ADJOURNMENT

No additional business came before the Board. At 10:58 PM Chair Smith adjourned the meeting.



Minutes of a Regular Board Meeting

February 23, 2016

Page 3 of 3

Approved at meeting dated: March 22, 2016