

**MINUTES OF A REGULAR BOARD MEETING**  
**CITY OF BIG BEAR LAKE,**  
**DEPARTMENT OF WATER AND POWER**  
**BOARD OF WATER AND POWER COMMISSIONERS**  
**February 25, 2020**

**OPEN SESSION**

A Regular Meeting of the City of Big Bear Lake, Department of Water and Power Board of Water and Power (DWP) Commissioners was called to order at 9:00 a.m. on February 25, 2020 by Chair Bob Tarras at 41972 Garstin Drive, Big Bear Lake, California 92315.

**BOARD MEMBERS PRESENT:**

Bob Tarras, Chair  
Craig Hjorth, Treasurer  
Joe Cylwik, Commissioner  
Scott Heule, Commissioner

**BOARD MEMBERS EXCUSED:**

Barbara Willey, Vice-Chair

**PLEDGE OF ALLEGIANCE**

Steve Wilson, Water Superintendent

**PUBLIC FORUM**

**1. CONSENT CALENDAR**

**1.1 Approve Minutes of the Regular Board Meeting Dated January 28, 2020**

*Motion made by Commissioner Heule, seconded by Commissioner Cylwik, and carried 4-0 to approve the Consent Calendar.*

*AYES: Cylwik, Heule, Hjorth, Tarras*

*NOES: -*

*ABSTAIN: -*

**2. ITEMS REMOVED FROM CONSENT CALENDAR**

**3. DISCUSSION/ACTION ITEMS**

**3.1 Authenticate Check Register 1/1/2020 to 1/31/2020**

For check number 13251, Treasurer Hjorth shared the transaction description for the Sawmill Canyon Well is incorrect. Treasurer Hjorth inquired into check number 13318. Dani McGee, Chief Financial Officer, responded that the expense is for Capital Asset Accounting Software. Treasurer Hjorth inquired into check number 13338. Dani responded that the charges are for multiple phones and iPad devices. Commissioner Cylwik inquired into whether the DWP has a strategy to lower electrical costs. Reggie Lamson, General Manager, responded that the electrical costs to run wells such as Sawmill and Magnolia are cost effective because the wells are more efficient than some of the older wells, so the cost per acre feet to pump the water is lower. Also, these two wells replaced a series of Sugarloaf Boosters that ran 24/7 to provide pressure to the Sugarloaf area. Chair Tarras inquired into whether the DWP tracks the savings from projects. Reggie responded that the Solar Project is trending to save \$120,000 annually and the annual payment to the CEC is \$81,000. Dani responded that the DWP will begin to track project savings. Commissioner Cylwik inquired into check 13359 and the status of the claim. Rachel Franklin, Human Resources/Risk Management responded that the claim is settled. DWP reimbursed the homeowner for the cost to repair his sewer lateral. Commissioner Cylwik inquired into check number 13382. Dani responded that that the charge is for the Surface Water Treatment Plant at the Seminole Well. It is the only well with a sewer connection.

*Motion made by Treasurer Hjorth, seconded by Commissioner Heule and carried 4-0 to authenticate the Check Register 1/1/2020-1/31/2020.*

*AYES: Cylwik, Heule, Hjorth, Tarras*

*NOES: -*

*ABSTAIN: -*

### **3.2 Award Construction Contract for the 2018 USDA Pipeline Replacement Project Phase II Package A**

### **3.3 Award Construction Contract for the 2018 USDA Pipeline Replacement Project Phase II Package B**

### **3.4 Award Construction Contract for the 2018 USDA Pipeline Replacement Project Phase II Package C**

Reggie shared with the Board that because one contractor, Borden Excavating (Borden), was the lowest responsible bidder for packages A, B, and C, the USDA recommends including all three packages under one contract with three different bid schedules. Treasurer Hjorth inquired into DWP's confidence in Borden. Reggie responded that the DWP worked with Borden in 2014 for a different construction project and the experience was good. Commissioner Cylwik raised a concern if Borden has the resources to work on all three packages simultaneously. Reggie shared that Borden is aware of the project timeline (April 1 – October 15, 2020) Commissioner Cylwik inquired into references provided in the bid packages. Reggie responded that WSC will review references and ensure Borden's license is in good standing and is capable of performing the work.

*Motion made by Treasurer Hjorth, seconded by Commissioner Heule, and carried 4-0 to award one construction contract, per USDA recommendation, for the 2018 Pipeline Replacement Project, Phase II, Packages A, B, and C to Borden Excavating. The contract amount for package A is \$1,382,522 and DWP will budget internally for a 5% contingency for a total amount of \$1,451,648. The contract amount for package B is \$1,652,000 and DWP will budget internally for a 10% contingency for a total amount of \$1,817,200. The contract amount for package C is \$1,701,444 and DWP will budget internally for a 5% contingency for a total amount of \$1,786,633.*

*AYES: Cylwik, Heule, Hjorth, Tarras*

*NOES: -*

*ABSTAIN: -*

### **3.5 Budget Adjustment for the SBcera Employer Contribution Correction**

Treasurer Hjorth inquired into any impact to the affected employee. Dani responded that there was no impact to the employee.

*Motion made by Commissioner Cylwik, seconded by Commissioner Heule, and carried 4-0 authorizing the budget adjustments of \$37,137 and \$58,206 respectively to Retirement Benefits.*

*AYES: Cylwik, Heule, Hjorth, Tarras*

*NOES: -*

*ABSTAIN: -*

### **3.6 Management Reports**

Commissioner Heule inquired with Rachel regarding the meeting with CJPIA Risk Manager. Rachel responded that the CJPIA offers low interest rate loans and grants for certain projects. Commissioner Cylwik inquired into PFAS detected in Orange County and whether the DWP needs to test for these substances. Reggie responded that the California Division of Drinking Water (DDW) has stated there are no reports of PFAS detected in San Bernardino County and that no testing is required at this time. Commissioner Heule inquired into the impact to the Replenish Big Bear Project. Reggie responded that it is unknown at this time. Treasure Hjorth inquired

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into whether reverse osmosis is still under consideration for the Replenish Big Bear Project. Reggie responded that it is still under consideration. Treasurer Hjorth inquired into the ongoing issues with the Tyler software. Dani responded that DWP staff can provide the Board with the top issues being addressed. Commissioner Heule inquired about the Regional Board meeting and permit requirements for the lake. Reggie responded that offset programs are still being discussed. Commissioner Heule inquired into the private wells impacted by the Replenish Big Bear Project. Reggie responded that there are three private wells potentially impacted. One well may need to be relocated if the Project goes through. One well appears to be only an irrigation well and therefore, not impacted because only potable water is at issue. The other well is at Gray's Landing with no immediate plans for use. Commissioner Cylwik requested the Gantt chart be expanded to reflect percentage of work completed and better identification of time frames. Commissioner Cylwik raised the issue of fire-fighting foams (foams) impact on the lake and detriment to our drinking water. Reggie responded that he has confirmed the Big Bear Fire Department only uses the foams when it is necessary. Commissioner Heule inquired if Reggie has met the new City Manager. Reggie responded that he met him at the Manager's lunch and that he will be providing Frank Rush a tour of the DWP facilities on March 6th.

### **3.7 Board Member Reports**

Treasurer Hjorth shared that he is happy the DWP is completing the Hydraulic Model.

At 10:06 a.m., Chair Tarras moved to recess without objection.

### **4. CLOSED SESSION**

The Board adjourned to closed session at 10:16 a.m.

#### **Closed Session Pursuant to Section 54957: Public Employee Performance Evaluation**

Title: General Manager

The Board returned to open session at 10:40 a.m. with no reportable action.

### **ADJOURNMENT**

No additional business came before the Board. At 10:40 a.m. Chair Tarras adjourned the meeting.



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Leeanne Eagleson, Secretary to the Board of Commissioners  
DWP Board of Commissioners

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