

MINUTES OF A REGULAR BOARD MEETING
CITY OF BIG BEAR LAKE,
DEPARTMENT OF WATER AND POWER
BOARD OF WATER AND POWER COMMISSIONERS
February 28, 2017

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 AM on February 28, 2017 by Chair Smith at 41972 Garstin Drive, Big Bear Lake, California 92315.

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS EXCUSED:

N/A

PLEDGE OF ALLEGIANCE

Craig Hjorth, Treasurer

PUBLIC FORUM

Kelle Barrette invited the Board of Commissioners to participate or come eat with the DWP staff at the DWP 12th Annual Chili Cook Off to be held on Friday, March 3, 2017.

1. CONSENT CALENDAR

1.1 Approve Minutes of a Special Board Meeting Dated January 24, 2017

1.2 Resolution No. 2017-05 for 2015 and 2016 Salary Schedules

1.3 Resolution No. 2017-06 for DWP Policy #2017-02 Drug-free and Alcohol-free Workplace

Motion made by Vice Chair Tarras, seconded by Commissioner Lee and carried 5-0 to approve the Consent Calendar items adopting Resolution No. DWP 2017-05 approving the 2015 and 2016 Salary Schedules for DWP employees and adopting Resolution No. DWP 2017-06 approving DWP Policy #2017-02 - Drug-free and Alcohol-free Workplace.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

ABSTAIN: -

2. DISCUSSION/ACTION ITEMS

2.1 Check Registers 1/01/2017-1/3/2017

Board reviewed and considered authenticating the check register for January 2017.

Motion made by Commissioner Saukel, seconded by Vice Chair Tarras and carried 5-0 to authenticate the check register for January 2017.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

ABSTAIN: -

2.2 Financial Analysis – December 31, 2016

Board discussed the Year-To-Date financial analysis presented by staff.

2.3 Draft Annual Report - Fiscal Year Ending June 30, 2016

Board reviewed and discussed approving the Draft Annual Report. The Board lauded the efforts of staff, and specifically those of Dani McGee for the thoroughness of the report and the format which made the report easy to read.

Motion made by Vice Chair Tarras, seconded by Treasurer Hjorth and carried 5-0 to adopt the Draft Annual Report as the Final Fiscal Year 2015/2016 Annual Report as written.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

ABSTAIN: -

2.4 Resolution No. DWP 2017-07 for USBR Grant Funding Application for Infrastructure Improvements

Board reviewed and considered adopting Resolution No. DWP 2017-07 supporting the USBR Grant applications staff submitted for the Sawmill Well.

Motion made by Vice Chair Tarras, seconded by Treasurer Hjorth and carried 5-0 to adopt Resolution No. DWP 2017-07 supporting the USBR Grant applications staff submitted for the Sawmill Well.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

ABSTAIN: -

2.5 Amgen Tour of California Partnership and Support Opportunities

Board reviewed and considered authorizing staff to sponsor the Amgen Tour in the amount of \$2,500. **Public Comment:** Tim Brigham addressed the Board in support of the Amgen Tour and the advertising reach the DWP conservation message will have in Big Bear and potential home buyers outside the community.

Motion made by Commissioner Lee, seconded by Commissioner Saukel and carried 4-1 to authorize staff to sponsor the Amgen Tour in the amount of \$2,500.

AYES: Hjorth, Lee, Saukel, Smith

NOES: Tarras

ABSTAIN: -

2.6 Authorize Staff to Solicit Bids for a Vehicle Replacement Purchase

Board reviewed and considered deferring the replacement of a trailer mounted air compressor for one year and instead authorized staff to purchase a replacement truck for a 1995 model year vehicle.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel and carried 5-0 to authorize staff to defer the replacement of a trailer mounted compressor for one year and solicit bids to purchase a truck to replace a 1995 model year vehicle.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

ABSTAIN: -

2.7 TRT Committee Report

Board reviewed and discussed the TRT Committee Report with staff.

ADJOURNMENT

No additional business came before the Board. At 10:09 AM Chair Smith adjourned the meeting.

A handwritten signature in black ink, appearing to read 'J. Roberts', with a long horizontal flourish extending to the right.

Jack P. Roberts, Board Secretary
DWP Board of Commissioners

Approved at meeting dated: