

MINUTES OF A REGULAR BOARD MEETING
CITY OF BIG BEAR LAKE,
DEPARTMENT OF WATER AND POWER
BOARD OF WATER AND POWER COMMISSIONERS
AUGUST 25, 2015

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

PRESENTATION

Board presented a 25-year Employee Service Award to Earl Forthun, Meter Technician II.

PUBLIC FORUM

No public comment was received during the Public Forum.

1. CONSENT CALENDAR

1.1 Approve Minutes of a Regular Board Meeting Dated July 28, 2015

1.2 Budget Adjustment for Staffing Changes

1.3 Authorize Vehicle Replacement Purchases

Commissioner Lee requested item 1.3 be removed from the Consent Calendar for discussion.

Motion made by Treasurer Hjorth, seconded by Vice Chair Tarras and carried 5-0 to approve Consent Calendar items 1.1, and 1.2, as presented.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

ITEMS REMOVED FROM THE CONSENT CALENDAR

1.3 Authorize Vehicle Replacement Purchases

Board requested clarification of reason for changing the type of pickup truck and asked Management to ensure that all bids were still comparable for the new size. Water Superintendent Wilson and General Manager Lamson explained the Colorado was in high demand and therefore the dealership was not able to offer fleet pricing. As a result they offered a larger size alternative, the Chevrolet Silverado, for a slightly higher price. Management confirmed that all bids were determined comparable and the larger size from the same dealer was still the lowest bid.

Motion made by Commissioner Lee, seconded by Treasurer Hjorth, and carried 5-0 to approve Consent Calendar item 1.3 and associated Budget Adjustment as presented.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

2. CLOSED SESSION

At 9:11 a.m. the Board went into closed session.

2.1 Closed Session Pursuant to Section 54956.95

Liability Claim

Claimant: David Delbridge

Agency Claimed Against: City of Big Bear Lake, Department of Water and Power

OPEN SESSION

At 9:56 a.m. the Board came out of closed session. No reportable action was taken.

3. DISCUSSION/ACTION ITEMS

3.1 Check Register 07/01/15 – 07/31/15

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

Motion made by Vice-Chair Tarras, seconded by Treasurer Hjorth and carried 5-0 to authenticate the Check Register for July 2015 as presented.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

3.2 Customer Appeal for Leak Adjustment – Victoria Lane, Sugarloaf

Board reviewed and discussed the appeal for a leak adjustment with the customers authorized agent and Management. Staff recommendation was to deny the request.

Motion made by Vice-Chair Tarras, seconded by Commissioner Saukel, and carried 5-0 to deny the customer appeal for a leak adjustment.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

3.3 Customer Appeal for Continued Service Charge Discount – Colusa Drive, Big Bear Lake

Board reviewed and discussed extending the service charge discount for a period of one year. Staff recommendation was to deny the request.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel, and carried 3-2 to deny the customer appeal for a continued service charge discount.

AYES: Hjorth, Saukel, Smith

NOES: Lee, Tarras

3.4 Resolution No. DWP 2015-16, Amending the Employee Service Awards Program

Board discussed the proposed amendment to the Employee Service Awards Program. Board directed staff to provide the IRS Regulation and requested staff modify the proposal in a way that still recognizes the employee with an increased or comparable net amount without the DWP covering taxes.

The Board directed staff to bring a revised item back for consideration at the next Board meeting with unanimous consent.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

3.5 Request for Temporary Staffing

Board reviewed and discussed authorizing the recruitment of a part-time clerical position. Chair Smith mentioned reluctance to rely on temporary staffing. Chair Smith suggested Management continue a cost/benefit analysis on the need for additional staffing as conditions warrant.

Motion made by Treasurer Hjorth, seconded by Vice-Chair Tarras, and carried 5-0 to authorize the recruitment for a temporary clerical position in Customer Service and make the associated budget transfers needed to fund the accounts associated with part-time labor.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

3.6 Middle School Well – Pumping Unit Replacement

Board discussed awarding the Middle School – Pumping Unit Replacement contract to Tri County Pump Company. General Manager Lamson explained that part of the higher cost is due to the fact that PVC column pipe is not recommended, and steel pipe is necessary, due to the increased depth.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel, and carried 5-0 to award the Middle School – Pumping Replacement contract to Tri County Pump Company for \$31,451.96, budget internally for a 5% contingency for a total amount of \$33,024.56, and authorized staff to spend up to an additional \$6,500 to modify the control equipment.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

3.7 Verizon Land Lease Agreement – Lake Plant No. 6 Site

Board discussed authorizing staff to present a land lease agreement with Verizon Wireless to City Council for consideration. General Manager Lamson explained why a water tower design would not be visually appealing and the pine tree tower would allow up to three carriers in the future, providing an opportunity for additional revenue. Commissioner Saukel questioned whether it would have any effect on the Rathbun Corridor project and General Manager Lamson stated it should not.

Motion made by Treasurer Hjorth, seconded by Commissioner Saukel, and carried 5-0 to authorize staff to present a land lease agreement with Verizon Wireless to City Council for consideration.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

3.8 Management Reports

Board discussed Management Reports. Board was provided with updates on funding the Bear Valley Water Sustainability Project, Benefits Renewal, a staff appreciation lunch and Conservation's Biggest Loser competition.

3.9 Board Member Reports

Board shared Member Reports.

ADJOURNMENT

No additional business came before the Board. At 11:54 a.m. Chair Smith adjourned the meeting.



Danielle D. McGee, Acting Secretary
DWP Board of Commissioners