

MINUTES OF A REGULAR BOARD MEETING
CITY OF BIG BEAR LAKE,
DEPARTMENT OF WATER AND POWER
BOARD OF WATER AND POWER COMMISSIONERS
OCTOBER 27, 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

Craig Hjorth, Treasurer

PUBLIC FORUM

Michael Perry, the first employee of DWP, spoke about how he felt the current DWP General Manager, Reggie Lamson, was doing a terrific job. Additionally, he indicated in his estimation Mr. Lamson is the best GM the DWP has had.

1. CONSENT CALENDAR

- 1.1 Approve Minutes of a Regular Board Meeting Dated August 25, 2015.**
- 1.2 Approve Minutes of a Regular Board Meeting Dated September 22, 2015.**
- 1.3 Adopt Statutory Exemption and File Notice of Exemption as the Appropriate CEQA Environmental Determination for the Construction of 12-inch Pipeline Replacement – Big Bear Blvd.**
- 1.4 Modifications to Out of Area Service Agreement with CSA 70**
- 1.5 Modifications to Out of Area Service Agreement with CSA 53C**
- 1.6 Authorize payment to the City of Big Bear Lake of \$232,724.30 for insurance deposit requirements for FY 15/16**

Motion made by Vice-Chair Tarras, seconded by Commissioner Saukel, and carried 5-0 to approve Consent Calendar items 1.1, 1.2, 1.3, 1.4, 1.5, and 1.6 as presented.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

ITEMS REMOVED FROM THE CONSENT CALENDAR

2. DISCUSSION/ACTION ITEMS

2.1 Board Meeting Schedule

As a consensus, the Board provided direction to the staff to cancel the December 2015 meeting and provide a proposed 2016 calendar at the November 2015 Board Meeting.

2.2 Check Register 09/01/15 – 09/30/15

Board reviewed and discussed the check register for October 2015 with Management. Administrative Manager McGee explained specific line items for which board members requested clarification.

Motion made by Vice-Chair Tarras, seconded by Commissioner Saukel and carried 5-0 to authenticate the Check Register for September 2015 as presented.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

2.3 Customer Appeal – Karen J. Kane, Esq.

Mrs. Kane was unavailable, so her husband Michael Gutierrez addressed the board via teleconference. Mr. Gutierrez presented their case to the board to request a billing credit due to the bill being abnormally high. Board discussed the case and the consensus was to not grant a credit. Board provided direction to staff to install a new radio read meter at the Kane/Gutierrez property and offer to provide instruction on the proper operation of the customers' stop and waste valve.

2.4 Additional Funding for Infrastructure Improvements

Board discussed and asked the General Manager to provide a list of capital projects to look at pursuing grants. A consensus of the Board recommended the staff pursue the City Council recommended \$5M in grants and low interest loans.

2.5 WSC Contract Amendment for Loan and Grant Services

Board reviewed and discussed an amendment to fund two WSC contracts to pursue grants and low interest loans for capital improvement projects.

Motion made by Vice-Chair Tarras, seconded by Treasurer Hjorth, and carried 5-0 to authorize \$10,000 for two contracts, totaling \$20,000, to pursue grants and low interests loans for DWP capital improvement projects.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

2.6 Atlas Map Update Project – Contract Amendment

Board reviewed and discussed an amendment to the Atlas Map Update Project.

Motion made by Vice-Chair Tarras, seconded by Commissioner Saukel, and carried 5-0 to authorize contract amendment 3, in the amount of \$5,500 to the Atlas Map Update Project.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

2.7 McAlister Well – Pumping Unit Replacement

Board reviewed and discussed awarding a contract to replace the McAlister well pumping unit. Board discussed the quality of each contractor, bid price, and longevity of the equipment.

Motion made by Treasurer Hjorth, seconded by Vice-Chair Tarras, and carried 5-0 to award the contract to Southwest Pumping and Drilling in the amount of \$23,500.

AYES: Hjorth, Lee, Saukel, Smith, Tarras

NOES: -

2.8 Management Reports

Board discussed Management Reports. Board requested a breakout of radio read and manual read meters for management report statistics.

2.9 Board Member Reports

No Board Member reports.

3. CLOSED SESSION

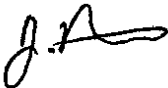
The Board of Water and Power Commissioners adjourned to closed session at 11:02 AM to discuss personnel matters provided in the Ralph M. Brown Act (Section 54950, et seq, of the Government Code). Pursuant to section 54957 a Public Employee Performed Evaluation was discussed for the position title of General Manager.

OPEN SESSION

Closed session ended at 1:26 PM and the Board went into open session with no reportable action from the closed session. The Board directed staff to schedule a special meeting on November 16, 2015 at 9:00 AM to take up open session matters and to continue the General Manager's performance review in closed session.

ADJOURNMENT

No additional business came before the Board. At 1:28 PM. Chair Smith adjourned the meeting.



Jack P. Roberts, Secretary
DWP Board of Commissioners

Approved at meeting dated: November 16, 2015