

MINUTES OF A REGULAR BOARD MEETING
CITY OF BIG BEAR LAKE,
DEPARTMENT OF WATER AND POWER
BOARD OF WATER AND POWER COMMISSIONERS
September 26, 2023

OPEN SESSION

A regular Meeting of the City of Big Bear Lake, Department of Water and Power (DWP) Board of Commissioners was called to order at 9:00 a.m. on September 26, 2023, by Chair Bob Tarras.

BOARD MEMBERS PRESENT

Bob Tarras, Chair
Barbara Willey, Vice-Chair
Craig Hjorth, Treasurer
Joe Cylwik, Commissioner
Jim Smith, Commissioner

PLEDGE OF ALLEGIANCE

Chair Tarras led the pledge of allegiance.

PUBLIC FORUM

Robert Chernob addressed the Board and asked when the Board plans to discuss possible fencing, cameras, and lighting for the Wolf Reservoir site. Reggie Lamson, General Manager, responded that the Wolf Reservoir site discussion will be on the December Board Agenda.

ACKNOWLEDGEMENT

Danny Ent, Water Superintendent, presented Roxann Abrahamson, Utility Technician, with a 5-year Service Award.

1. CONSENT CALENDAR

1.1 Approve Minutes of the Regular Board Meeting Dated August 22, 2023

1.2 Notice of Completion for the Grout Creek Emergency Pipeline Replacement Project

Motion made by Treasurer Hjorth, seconded by Vice-Chair Willey, and carried 5-0 to approve the Consent Calendar.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

2. ITEMS REMOVED FROM CONSENT CALENDAR

None.

3. DISCUSSION/ACTION ITEMS

3.1 Replenish Big Bear Presentation

David Lawrence, General Manager of the Big Bear Area Regional Wastewater Agency (BBARWA), provided the Replenish Big Bear Update Presentation to the Board. Reggie provided an update that the Big Bear Mountain Resorts (BBMR) are no longer planning on relining the existing snowmaking pipeline which is located within Club View Drive right-of-way. BBMR has determined that it is more cost effective to relocate this portion of the pipeline to run through the Golf Course. Chair Tarras asked if there has been a discussion with BBMR regarding using Replenish Big Bear Project water for the Golf Course. Reggie responded that we had and that the Replenish Big Bear Team will meet with MWD and BBMR in the next few weeks to discuss the project. David stated that the Replenish Big Bear Team had a meeting with BBMR a year ago. BBMR was very supportive of the project and had stated they were open to buying additional project water for dust control at their bike park. Chair Tarras asked if BBMR is still using less lake water than the contract with MWD. David responded yes and that it has been close to the allowable amount recently.

Chair Tarras asked if the project water piped into the lake will become the property of Bear Valley Mutual. David responded no. Chair Tarras asked if the Replenish Big Bear Team has contracts in place. David responded there have been discussions with MWD. Chair Tarras inquired into legal ramifications with regards to who will own the project water. David responded that MWD has long term contracts with Bear Valley Mutual and stakeholders are well aware of the project. Chair Tarras asked about PFAS. David responded that throughout the pilot testing, the lab results for PFAS have been non-detect. David added that the reverse osmosis and advanced oxidation process is the key to removal of all chemicals and pharmaceuticals. Treasurer Hjorth inquired into the purpose of the sodium hydroxide tank. David responded that the sodium hydroxide tank washes the filters. Chair Tarras asked how often the filters will need replacing. David responded every ten years.

Chair Tarras asked what the plan will be if the system goes down. David responded that the system will be constructed with a redundant back-up system. Treasurer Hjorth asked if the brine ponds will be coated or clay. David responded that the regulatory agencies required the brine ponds be lined in clay, the water on top will evaporate, and twice a year BBARWA will remove the brine solids from the ponds. Chair Tarras asked if solar or wind energy is preferred. David responded that he would talk with Ludecke regarding the benefits of wind energy, then compare that with BBARWA's experience with solar power. Treasurer Hjorth inquired into the use of batteries for night time use of the system. David responded that BBARWA has a true net meter agreement with Bear Valley Electric for their solar plant and that when batteries are cost effective, BBARWA will look into their use. Chair Tarras inquired into the length of the net metering agreement. David responded that he is not aware of any sunset clause.

Chair Tarras asked about the impact of a power outage to the project. David responded that BBARWA will use solar power during the day, night time usage is much lower, and the existing diesel generators are more than sufficient. Chair Tarras inquired into other direct beneficiaries of the project including marinas and lake owners. David responded that MWD has the means to charge the lake direct beneficiaries. Chair Tarras inquired into if the environmental groups had concern about the project. David responded that environmental groups are in favor of the project because it increases the habitat. Commissioner Smith asked for an explanation of the long term groundwater sustainability component of the project. David responded that the project will benefit the long term groundwater sustainability of the Bear Valley by 500 afy; 380 afy will be percolated in the Sand Canyon aquifer and 120 afy will water the golf course in lieu of potable water being used for irrigation. David added that 500 afy is over 16% of the Bear Valley's annual water demand.

Vice-Chair Willey thanked David for the presentation and stated that her only concern is the increased cost to homeowners in the Bear Valley. Chair Tarras stated the project improves the lake which benefits visitors to the Bear Valley. David responded that there are on-going discussions regarding partial project funding using the Transient Occupancy Tax (TOT), as well as, other stakeholders participating in operation costs. Commissioner Cylwik also thanked David for the presentation and asked if the Replenish Big Bear Team anticipates a new Total Maximum Daily Load (TMDL) required calculation for the lake. David responded that based on their discussions with the regulatory bodies they do not anticipate a new TMDL calculation.

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3.2 Resolution No. DWP 2023-12 – Amendment No. 1 to the Replenish Big Bear Funding Letter of Intent

Motion made by Commissioner Cylwik, seconded by Commissioner Smith, and carried 5-0 to adopt Resolution No. DWP 2023-12 approving Amendment No. 1 to the Letter of Intent for the Replenish Big Bear Project and authorize the General Manager to execute Amendment No. 1 to the Letter of Intent for Replenish Big Bear Project.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

3.3 Authenticate Check Register 8/1/2023 to 8/31/2023

Commissioner Cylwik inquired into check number 18179 paid to County Recorder of San Bernardino for lien release fees. Nathan responded that the DWP records liens on property owners for past due accounts and when the accounts are paid, the DWP pays fees to release the liens. Commissioner Cylwik asked if these fees are recovered, and Nathan responded yes. Commissioner Smith inquired into check number 18201 paid to Tennyson Pipeline and asked if this was a progress payment. Reggie responded yes; the payment is for the construction of the Division Well No. 6 site improvement project. Treasurer Hjorth inquired into check number 18209 paid to Wondershare for PDF editor and stated that he thought Adobe was standard. Nathan responded that Wondershare is more cost effective and has the functionality we require. Treasurer Hjorth inquired into check number 18216 paid to American Auto Body and asked what the claim was for. Rachel responded that she will have to research the claim and report back to the Board.

Motion made by Treasurer Hjorth, seconded by Commissioner Cylwik, and carried 5-0 to authenticate the Check Register for September 2023.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

3.4 Resolution No. DWP 2023-13 – USBR Grant Application for Division No. 9 Well Pump Equipping Project

Treasurer Hjorth asked why we did not learn from the first debrief with USBR to focus more on the drought mitigation efforts of the project. Reggie responded that we did focus our efforts on drought mitigation and the replacement of aging Division Well No. 2. Treasurer Hjorth asked if we ask WSC to review the grant application and provide insight. Reggie responded that we can do that with this grant application.

Motion made by Commissioner Cylwik, seconded by Treasurer Hjorth and carried 5-0 to adopt Resolution No. DWP 2023-13 supporting the USBR Grant application for the Division No. 9 Well Pump Equipping Project.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

3.5 Resolution No. DWP 2023-14 – Amendments to Policy #2019-01 Capital Asset Accounting Policy and Procedures

Commissioner Cylwik asked if the estimated useful lives of assets changed with the Policy amendment. Nathan responded that the same traditional useful lives for assets was used except for changes to two item descriptions updated to match the financial statements.

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Motion made by Treasurer Hjorth, seconded by Commissioner Smith and carried 5-0 to adopt Resolution 2023-14 updating DWP's Capital Asset Policy.
AYES: Cylwik, Hjorth, Smith, Tarras, Willey
NOES:
ABSTAIN:

3.6 Amendment No. 1 to Tom Dodson's FY 2023/24 On-Call Services Agreement for the North Shore Pipeline Replacement Project

Chair Tarras asked the length of the North Shore Pipeline. Reggie responded 3,000 feet. Commissioner Smith asked the role of the observers. Reggie responded that there were two observers; one archeological observer and one cultural resources observer.

Motion made by Commissioner Smith, seconded by Vice-Chair Willey and carried 5-0 to ratify Amendment No. 1 to the Tom Dodson & Associates FY 2023/24 On-Call Services for Environmental Services for the North Shore Pipeline Replacement Project in the amount of \$22,000.
AYES: Cylwik, Hjorth, Smith, Tarras, Willey
NOES:
ABSTAIN:

3.7 Management Reports

Rachel responded to the Board's earlier question regarding check number 18216 paid to American Auto Body and asked what the claim was for. Rachel stated the claim was for a fender bender in which an employee backed into a citizen's vehicle. Commissioner Cylwik inquired into the two claims against the DWP. Rachel responded that one claim is a dirty water claim, and the second claim was for a customer who has had multiple leak adjustments since the 1990s. DWP policy is for a maximum of three leak adjustments per customer. However, the property had transferred ownership to a trust, and therefore the leak adjustment credit was allowed. Commissioner Smith asked for ADA website compliance examples. Bennett Rossell, Water Conservation & Communications Supervisor, responded there are requirements for the visually impaired and color blindness. Commissioner Smith asked about the additional routing functionality being added to the requisition/purchase order process and inquired if the requisition/purchase order process integrated with inventory. Nathan responded that the Tyler financial system and Cityworks inventory system are two separate systems that are not linked together. Commissioner Smith additionally inquired about minimum inventory tracking capabilities. Nathan responded that we monitor minimum inventory quantity thresholds.

Commissioner Cylwik inquired into the Division Well No. 9 project schedule. Reggie responded that the contractor began drilling the well yesterday and the contractor is building a sound wall to enable night drilling. Commissioner Cylwik inquired into the 2022 Pipeline Replacement project schedule. Reggie responded that the pipeline was tested, flushed, and re-chlorinated. Reggie added the final connections are expected next week.

3.8 Board Member Reports

None.

4. FOLLOW-UP ITEMS

4.1 Board Follow-Up Items

Commissioner Smith stated the follow-up chart has vague target dates and specifically inquired into follow-up item number three for workload. Rachel responded that we are planning on holding a Human Resources Committee meeting in early November and hope to bring the information to the full Board at the December Board meeting. Rachel added that she will send availability emails to the HR Committee members, Vice-Chair

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Willey and Commissioner Smith. Commissioner Smith inquired into follow-up item number five and asked when the LEED discussed will occur. Reggie responded that we are targeting a discussion at the December Board meeting along with the Garstin Water Operations Facilities draft floor plan, elevation, and site plan. Commissioner Smith asked when the December Board meeting is scheduled. Reggie responded December 19th. Commissioner Smith stated that he prefers a Board workshop for the LEED discussion. Reggie asked the Board if they prefer a workshop or discussion at the December Board meeting. Treasurer Hjorth responded that he prefers a discussion at the December Board meeting and Vice-Chair Willey agreed. Vice-Chair Willey stated that her schedule has changed such that she is not expecting to be available until mid-November for a HR Committee meeting. Rachel responded that she will tentatively schedule a meeting in mid-November.

At 11:29 a.m., Chair Tarras closed the open session.

At 11:41 a.m., Chair Tarras open the closed session.

5. CLOSED SESSION

5.1 Closed Session Pursuant to Section 54957, Public Employee Performance Evaluation

Title: General Manager

At 12:41 p.m., Chair Tarras closed the closed session with no reportable action.

ADJOURNMENT

No additional business came before the Board. At 12:41 p.m., Chair Tarras adjourned the meeting.



Lianne Eagleson, Management Analyst/Board Secretary

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