



Big Bear Municipal Water District

Lake Management

Board of Directors

Steve Ludecke – Division 1
Bob Reh fuss – Division 2
Craig Brewster – Division 3
Mark Lee – Division 4
Tom Bradford – Division 5

NOTICE OF REGULAR BOARD MEETING
August 3, 2023
A G E N D A

Place: Big Bear Municipal Water District
40524 Lakeview Drive, Big Bear Lake, CA 92315

Next Resolution Number: 2023-04

OPEN SESSION: 1:00 P.M.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC FORUM

(The Board will receive comments from the public on items not on the agenda; no action is permitted on these items. Time set aside not to exceed 30 minutes total by all participants)

4. REPORTS

A. General Manager

B. Committee- the following committee met since the last regular Board meeting:
Lake Improvement

5. CONSENT CALENDAR

A. Minutes of a Regular Meeting on July 20, 2023.

B. Warrant list dated 7/28/2023 in the amount of \$186,089.66.

6. BUSINESS

N/A

7. ITEMS REMOVED FROM CONSENT AND PLACED ON BUSINESS

8. ANNOUNCEMENTS

9. DIRECTOR COMMENTS

10. CLOSED SESSION:

a) CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (1). Significant exposure to litigation: One case.

b) PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Discussion of employee pursuant to government code 54957(b):
Title: General Manager

11. ADJOURNMENT

NEXT MEETING: Open Session at 1:00 P.M.
Thursday, August 17, 2023
40524 Lakeview Drive
Big Bear Lake, CA 92315

PLEASE NOTE:

Agenda related writings or documents provided to the Board of Directors are available for public inspection at www.bbmwd.com or in the District office during business hours, 8:00 am – 4:30 pm Monday – Friday.

Five (5) minutes may be allotted to each speaker for an item on the agenda and three (3) minutes may be allotted to each speaker for an item that is not on the agenda up to a maximum of thirty minutes for each subject matter. A speaker who utilizes a translator, except if the speaker uses simultaneous translation equipment, shall receive twice the time allotted for a speaker that does not utilize a translator. (Cal. Gov. Code § 54954.3.)

No disruptive conduct shall be permitted at any Board meeting. Persistence in boisterous or disruptive conduct (including but not limited to what the general public would consider profane, explicit, or obscene language) shall be grounds for a summary termination, by the President, of that person's privilege to address the Board and the President may take such other actions in accordance with the Brown Act including, but not limited to, clearing the room of those willfully interrupting the meeting. (Cal. Gov. Code § 54957.9)

Individuals should contact the General Manager or designee if he/she requires disability-related accommodation or modifications, including auxiliary aids and services, in order to participate in the Board meeting. (Government Code 54954.2)

**MINUTES OF A REGULAR MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON THURSDAY, July 20, 2023**

1. OPEN SESSION

President Bradford opened the regularly scheduled Board meeting at 1:05 PM at the Big Bear Municipal Water District located at 40524 Lakeview Drive, Big Bear Lake, CA 92315 on Thursday July 20, 2023.

BOARD MEMBERS PRESENT:

Steve Ludecke, Vice President
Bob Rehffuss, Director
Craig Brewster, Director
Mark Lee, Director
Tom Bradford, President

2. PLEDGE OF ALLEGIANCE

Tom Bradford

3. PUBLIC FORUM

A resident of Fawnskin wanted to discuss his dock permit from being across the right of way. Claims that his neighbors can have a larger dock than what he was permitted. Director Rehffuss explained that as things move forward and change in the world, that everyone is doing their best to bring current standards to modern situations. You need to conform to current standards as a home across the right of way. Mr. Stephenson explained that the rules for the docks across the right of way must remain. President Bradford asked the resident if this was something that you can work out or do you need something more from the Board? Mr. Stephenson explained to him that we can't just change the rule for his area of houses that are across the right of way because we would then have to change rules for the entire lake and that makes it very difficult to stay consistent. Director Rehffuss continued that just because something might have been overlooked in the past does not make it the new standard. We need to look at this in depth because I am not sure where all the details are from. The Fawnskin resident wants there to be different consideration for all over the lake. Director Rehffuss said that would be an absolute nightmare for admin and operations, it would not work.

4. REPORTS

A. Mr. Stephenson explained that the warrant list included our In-Lieu payment, this is the biggest payment in history. Huge payment that you see in warrant list. There was also a check to West Lake for the carp-o-matic that we bought for \$6K. Went out yesterday on the shock boat, however the pollen sucks up a lot of the electrical juices, so we had to make a lot of adjustments. Had some applications for the boat mechanic. Director Rehffuss asked Mr. Stephenson if we wanted to use the new machine now or wait until there is an issue with our original one? Mr. Stephenson responded, yes, we just rebuilt our older one so we will use that and have this as a backup.

B. The administrative committee and the operations committee met, and Director Brewster explained the bids are on the business items, so we will talk about under the business items. Discussed the surplus truck that the district must sell. We have a Kelly blue book price, and the committee came to a consensus, we will list for \$28,000.

5. CONSENT CALENDAR

- A. Minutes of a Regular Meeting on July 6, 2023.
- B. Warrant list dated 7/14/2023 in the amount of \$2,016,426.25.

Discussion:

No comments were made.

With a motion made by Vice President Ludecke, and seconded by Director Reh fuss, the consent calendar was unanimously approved.

6. BUSINESS

A. Administrative Committee (Directors Ludecke and Brewster) will have a recommendation for full Board consideration regarding the bids received from Bear Valley Paving and NPG for the district's main office parking lot improvement project.

Discussion:

Mr. Stephenson explained that the original bids for a similar parking lot project were all rejected when we first went out to bid and the committee decided they wanted to split this into two projects and revise the scope based on engineering's more recent recommendations. One contractor's bid was non-responsive after legal review. There is only one bidder left after that which is NPG. There was a mandatory job walk, which both were here for. The responsive bidder was NPG. Counsel Lemieux explained that after review from their public works contract counsel, and he deemed Bear Valley Paving was non-responsive. However, the Board needs to decide what they would like to do which could be that there is only one responsive bid, or say both are responsive or can reject all bids again. Director Reh fuss asked for clarification on what makes a bid non-responsive, Mr. Stephenson explained that when we rewrote the bid, and clarified all these questionable things from the past and wanted everything included on the base bid, Bear Valley Paving still included alternatives. However, the district specified that we wanted line items so we could see a price comparison, (if needed) but all required elements of the job should be included in the base bid determine the award.

Counsel Lemieux further explained the rational, the competitor (Bear Valley Paving) gave themselves an competitive advantage by putting some required items after the fact as alternatives to lower the base bid. President Bradford added, if legal determined that, that is what we should follow.

Director Reh fuss made a motion to deem Bear Valley Paving's bid as non-responsive per legal reviews recommendation, and the motion was seconded by Director Brewster and was approved unanimously.

Now that one of the two bids was deemed non-responsive, the Board needs to move ahead with awarding the bid. President Bradford was looking for motions to award the main office parking lot job.

With a motion made by Director Brewster to approve the awarding of the District's Main Office Parking Lot Repair Project to NPG not to exceed \$69,423, seconded by Vice President Ludecke, the project award was unanimously approved.

B. Administrative Committee (Directors Ludecke and Brewster) will have a recommendation for full Board consideration regarding the bids received from Bear Valley Paving and NPG for the east ramp parking lot improvement project.

Discussion:

Mr. Stephenson briefly explained this is for the second project. This is to be done at the East Ramp which includes parking lot repair as well as the pedestrian walkway repair to the west of the parking lot that goes out to the memorial bench on the end of the jetty. We must follow the same order as the previous business item.

Vice President Ludecke made a motion to deem Bear Valley Paving's bid as non-responsive per legal reviews recommendation, and the motion was seconded by Director Rehfluss and was approved unanimously.

Now that one of the two bids was deemed non-responsive, the Board needs to move ahead with awarding the bid. President Bradford was looking for motions to award the East Ramp parking lot job.

With a motion made by Vice President Ludecke, approving the awarding of the District's East Ramp Parking Lot Repair Project to NPG not to exceed \$167,700, seconded by Director Brewster, the project award was unanimously approved.

7. ITEMS REMOVED FROM CONSENT CALENDAR

N/A

8. ANNOUNCEMENTS

Nothing really, the lake is picking up. Director Ludecke, myself (Mr. Stephenson), Mike Kent and Brittany had a booth at the BBARWA open house. There was a ton of people there in attendance, Senator Ochoa Bough, Assemblymen Obernolte's Rep, town locals. The plant was small, but informative. Our booth was by far the best, lots of compliments on our booth and the people running it, had the most people and everyone was loving it. Vice President Ludecke repeated, our booth was great, the plant tour was a little lacking. Mr. Stephenson informed the Board that 'you' are getting a letter that says we should be paying for some of this project, regardless of the rates already being increased by rate payers. So, we are going to need to formally respond at this point that MWD will pay what we already pay for the in-lieu water per acre and nothing more. However, how are we going to meter that water to determine what we are getting? Director Rehfluss asked if that would cause any issues with the Big Bear watermaster? Mr. Stephenson responded that it would not.

9. DIRECTOR COMMENTS

Director Rehfluss reiterated that we had two different people asking for information about docks. He would like to try to facilitate these owners, but we need to stay within our current resolutions to make that happen. We can facilitate these people within these resolutions, and that's what should be done regardless of if they like the solution. Vice President Ludecke applauded Mr. Stephenson for doing a good job by not allowing exceptions and putting your foot down with one off's compared to these. President Bradford reiterated that we already made the decision with Larry when a similar situation was brought to us in the past, we will not offer any exceptions to these rules, we would never be able to manage it. We need to make all decisions consistently like we always have. We do consider all these properties when issues are brought up to us, however we can solve these issues within our resolutions, and it has worked for the entire lake and will continue to work. Our rules are in order to be able to work for the whole lake, not just one dock.

10. ADJOURN

There being no further business, the meeting was adjourned at 2:02 PM.

DATE AND TIME OF NEXT MEETING

Date: August 3, 2023
Location: 40524 Lakeview Drive
Big Bear Lake, CA 92315
Time: 1:00 PM

Brittany Lamson, Secretary to the Board of
Directors of Big Bear Municipal Water District

[SEAL]

DRAFT UNTIL APPROVED BY BOARD

10:32 AM

07/28/23

Big Bear MWD
Warrant List Detail
 July 15 - 28, 2023

Num	Type	Date	Name	Account	Paid Amount
160802	Bill Pmt -Check	07/20/2023	AIRGAS USA, LLC	1001-01 · Accounts Payable	
913995...	Bill	07/12/2023		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-284.00
TOTAL					-284.00
160818	Bill Pmt -Check	07/27/2023	ALL VALLEY ENVIRONMENTAL	1001-01 · Accounts Payable	
44019	Bill	07/12/2023		5590-43 · OPS-Petroleum-WASTE	-565.00
TOTAL					-565.00
160819	Bill Pmt -Check	07/27/2023	AMAZON CAPITAL SERVICES	1001-01 · Accounts Payable	
16WY-T...	Bill	07/13/2023		5631-02 · OPS-Quagga Prevention Equip	-46.18
1RPN-...	Bill	07/19/2023		5670-05 · WATER-Carp Roundup Expense	-246.30
1MGX-L...	Bill	07/27/2023		5670-03 · WATER-Fishery Mgmt-REARING PROG	-55.90
TOTAL					-348.38
160803	Bill Pmt -Check	07/20/2023	BEAR VALLEY COMMUNITY HEALT...	1001-01 · Accounts Payable	
06302023	Bill	06/30/2023		5540-42 · OPS-PreEmployment Physicals	-1,526.23
TOTAL					-1,526.23
160804	Bill Pmt -Check	07/20/2023	BIG BEAR DISPOSAL	1001-01 · Accounts Payable	
000009...	Bill	07/01/2023		5507-41 · OPS-Utilities-Main Office	-345.70
TOTAL					-345.70
160805	Bill Pmt -Check	07/20/2023	BIG BEAR GRIZZLY	1001-01 · Accounts Payable	
27739	Bill	06/30/2023		5540-41 · OPS-PreEmployment Advertising	-157.50
TOTAL					-157.50
160806	Bill Pmt -Check	07/20/2023	BIG BEAR URGENT CARE	1001-01 · Accounts Payable	
2050	Bill	07/11/2023		5540-42 · OPS-PreEmployment Physicals	-65.00
TOTAL					-65.00
160820	Bill Pmt -Check	07/27/2023	BUTCHER'S BLOCK AND BUILDING ...	1001-01 · Accounts Payable	
2307-85...	Bill	07/11/2023		5504-41 · OPS-Janitorial Supplies-Ramps	-90.42
2307-85...	Bill	07/12/2023		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-19.36
2307-85...	Bill	07/17/2023		5632-01 · MAINT-SS Repairs/Portables	-27.58
2307-85...	Bill	07/18/2023		5543-30 · MAINT-Small Tools/Tool Supplies	-32.31
				5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-6.36
2307-85...	Bill	07/19/2023		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-119.00
TOTAL					-295.03
EFT	Bill Pmt -Check	07/21/2023	BVE (EFT)	1001-01 · Accounts Payable	
070720...	Bill	07/07/2023		5507-41 · OPS-Utilities-Main Office	-1,110.85
TOTAL					-1,110.85
160821	Bill Pmt -Check	07/27/2023	CHEM-PAK	1001-01 · Accounts Payable	
1216123	Bill	06/26/2023		5504-40 · OPS-Janitorial Supplies	-1,015.07
121761	Bill	07/13/2023		5504-41 · OPS-Janitorial Supplies-Ramps	-954.25
TOTAL					-1,969.32
160807	Bill Pmt -Check	07/20/2023	COMPUTER VILLAGE	1001-01 · Accounts Payable	
16546	Bill	06/18/2023		5530-02 · ADMIN- Computer Consults	-1,000.00

Check Detail Report

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07/28/23

Big Bear MWD
Warrant List Detail
 July 15 - 28, 2023

Num	Type	Date	Name	Account	Paid Amount
16850	Bill	07/15/2023		5620-10 · ADMIN-Equip Maintenance 5509-13 · ADMIN - Microsoft 365 Subscript 5505-01 · ADMIN-Phones Local/Hardware/Rep	-150.00 -274.00 -305.40
TOTAL					-1,729.40
160822	Bill Pmt -Check	07/27/2023	COMPUTER VILLAGE	1001-01 · Accounts Payable	
16171	Bill	05/13/2023		5530-02 · ADMIN- Computer Consults	-40.00
16950	Bill	07/25/2023		5530-02 · ADMIN- Computer Consults	-40.00
16951	Bill	07/25/2023		5530-02 · ADMIN- Computer Consults	-40.00
TOTAL					-120.00
160808	Bill Pmt -Check	07/20/2023	CSB DEPT OF INNOVATION & TECH...	1001-01 · Accounts Payable	
28711	Bill	06/30/2023		5506-41 · OPS-Radio Service Contract	-217.52
TOTAL					-217.52
160809	Bill Pmt -Check	07/20/2023	CSB SOLID WASTE MANAGEMENT ...	1001-01 · Accounts Payable	
079892	Bill	06/30/2023		5630-30 · MAINT-Bldg/Facility Maint/Rep	-1,053.28
TOTAL					-1,053.28
160823	Bill Pmt -Check	07/27/2023	DIY HOME CENTER	1001-01 · Accounts Payable	
24815	Bill	07/13/2023		5580-41 · OPS-Boat Maintenance-Patrol	-13.11
25097	Bill	07/26/2023		5632-01 · MAINT-SS Repairs/Portables 5630-40 · OPS-Bldg/Fac Mtn/Rep	-15.47 -17.42
TOTAL					-46.00
160824	Bill Pmt -Check	07/27/2023	DWP-CITY OF BIG BEAR LAKE	1001-01 · Accounts Payable	
072720...	Bill	07/27/2023		5507-41 · OPS-Utilities-Main Office	-15.39
072720...	Bill	07/27/2023		5507-41 · OPS-Utilities-Main Office	-110.12
072720...	Bill	07/27/2023		5507-43 · OPS-Utilities-Ramps	-20.59
072720...	Bill	07/27/2023		5507-43 · OPS-Utilities-Ramps	-295.27
TOTAL					-441.37
160810	Bill Pmt -Check	07/20/2023	FEDEX	1001-01 · Accounts Payable	
9-654-3...	Bill	07/07/2023		5501-01 · ADMIN-Post&Ship OFFICE	-6.16
8-191-4...	Bill	07/14/2023		5501-02 · ADMIN-Post&Ship WATER TESTING 5580-41 · OPS-Boat Maintenance-Patrol	-129.03 -45.82
TOTAL					-181.01
160811	Bill Pmt -Check	07/20/2023	GEI CONSULTANTS INC	1001-01 · Accounts Payable	
3134413	Bill	07/13/2023		6100-02 · Dam Repair- Sluice Gates	-14,392.00
TOTAL					-14,392.00
160825	Bill Pmt -Check	07/27/2023	GEI CONSULTANTS INC	1001-01 · Accounts Payable	
3135348	Bill	07/24/2023		6100-02 · Dam Repair- Sluice Gates	-748.50
TOTAL					-748.50
160826	Bill Pmt -Check	07/27/2023	HELMUTS MARINE SERVICES	1001-01 · Accounts Payable	
5200092	Bill	05/23/2023		5570-03 · ADMIN-Training/Seminars-Empl	-250.00
95-6436...	Bill	07/21/2023		5580-44 · OPS-Boat Maint-Engine/Outdrive	-544.88
TOTAL					-794.88
160827	Bill Pmt -Check	07/27/2023	HOLLOWAYS MARINA	1001-01 · Accounts Payable	

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Big Bear MWD
Warrant List Detail
 July 15 - 28, 2023

Num	Type	Date	Name	Account	Paid Amount
35397CR	Bill	06/30/2023		5590-41 · OPS-Petroleum-VESSELS	-3,840.29
35412CR	Bill	06/30/2023		5590-41 · OPS-Petroleum-VESSELS	-9,628.67
TOTAL					-13,468.96
160828	Bill Pmt -Check	07/27/2023	KENT MICHAEL (REIMBURSE)	1001-01 · Accounts Payable	
05/26-0...	Bill	07/17/2023		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
160829	Bill Pmt -Check	07/27/2023	NAPA AUTO PARTS	1001-01 · Accounts Payable	
610487	Bill	07/12/2023	NAPA AUTO PARTS	2200-00 · Accounts Payable Liability	4.75
610897	Bill	07/20/2023	NAPA AUTO PARTS	5580-41 · OPS-Boat Maintenance-Patrol	-21.59
610898	Bill	07/20/2023	NAPA AUTO PARTS	2200-00 · Accounts Payable Liability	0.00
				5580-41 · OPS-Boat Maintenance-Patrol	-85.94
TOTAL					-102.78
160830	Bill Pmt -Check	07/27/2023	OWL TELEPHONE EXCHANGE	1001-01 · Accounts Payable	
1441	Bill	08/01/2023		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-160.00
TOTAL					-160.00
160812	Bill Pmt -Check	07/20/2023	PITNEY BOWES LEASE	1001-01 · Accounts Payable	
310618...	Bill	07/17/2023		5501-01 · ADMIN-Post&Ship OFFICE	-216.14
TOTAL					-216.14
160831	Bill Pmt -Check	07/27/2023	QUILL LLC	1001-01 · Accounts Payable	
33311208	Bill	07/03/2023		5503-01 · ADMIN-Office Supplies-Office	-117.92
33430601	Bill	07/11/2023		5503-01 · ADMIN-Office Supplies-Office	-171.70
TOTAL					-289.62
160813	Bill Pmt -Check	07/20/2023	SCHERMER MICHAEL (REIMBURSE)	1001-01 · Accounts Payable	
07/06/2...	Bill	07/06/2023		5510-05 · ADMIN-Public Info-Other Agency	-46.20
TOTAL					-46.20
160832	Bill Pmt -Check	07/27/2023	SCHERMER MICHAEL (REIMBURSE)	1001-01 · Accounts Payable	
05/31-0...	Bill	07/22/2023		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
160814	Bill Pmt -Check	07/20/2023	TDN AUTOMATION	1001-01 · Accounts Payable	
I_20230...	Bill	07/01/2023		6101-02 · Dam Monitor Comp-Repair/Update	-140,000.00
TOTAL					-140,000.00
160815	Bill Pmt -Check	07/20/2023	TMA LASER GROUP	1001-01 · Accounts Payable	
31089	Bill	07/13/2023		5503-01 · ADMIN-Office Supplies-Office	-109.88
TOTAL					-109.88
EFT	Bill Pmt -Check	07/25/2023	US BANK	1001-01 · Accounts Payable	
070620...	Bill	07/06/2023		5670-05 · WATER-Carp Roundup Expense	-156.62
				5570-01 · ADMIN-Training/Seminars-GM	-449.00
				5501-01 · ADMIN-Post&Ship OFFICE	-11.76
				5510-10 · ADMIN-Celebrations	-255.00
				5510-46 · ADMIN -Public Info Emp Wellness	-91.21
070620...	Bill	07/06/2023		5509-12 · ADMIN-Software Subscriptions	-67.35
				5631-02 · OPS-Quagga Prevention Equip	-182.38

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Big Bear MWD Warrant List Detail July 15 - 28, 2023

Num	Type	Date	Name	Account	Paid Amount
				5580-41 · OPS-Boat Maintenance-Patrol	-28.96
				5503-01 · ADMIN-Office Supplies-Office	-143.07
				5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-59.14
				5630-43 · OPS-Bldg/Fac Mtn/Rep-WEST RAMP	-59.15
				5580-41 · OPS-Boat Maintenance-Patrol	-819.72
				5507-41 · OPS-Utilities-Main Office	-33.68
				5503-02 · ADMIN-Office Supplies-Ramps	-94.33
				5503-01 · ADMIN-Office Supplies-Office	-94.33
				5600-33 · MAINT-Vehicle Maint-HARVESTER	-14.87
				5580-41 · OPS-Boat Maintenance-Patrol	-537.14
				5600-33 · MAINT-Vehicle Maint-HARVESTER	-58.85
				5509-03 · ADMIN-Memberships-Subscriptions	-224.34
				5640-02 · WATER-Dam Maintenance	-486.96
				5509-03 · ADMIN-Memberships-Subscriptions	-53.80
				5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-22.15
				5630-43 · OPS-Bldg/Fac Mtn/Rep-WEST RAMP	-22.16
				5580-41 · OPS-Boat Maintenance-Patrol	-193.19
				5580-41 · OPS-Boat Maintenance-Patrol	-208.68
TOTAL					-4,367.84
160816	Bill Pmt -Check	07/20/2023	VERIZON WIRELESS	1001-01 · Accounts Payable	
993920...	Bill	07/09/2023		5505-11 · ADMIN-Phones Ramp Aircards	-55.14
				5505-11 · ADMIN-Phones Ramp Aircards	-61.62
				5505-06 · ADMIN-Phone Cell Phones	-241.56
TOTAL					-358.32
160817	Bill Pmt -Check	07/20/2023	VISUAL EDGE IT, INC	1001-01 · Accounts Payable	
24AR87...	Bill	06/08/2023		5620-13 · ADMIN-Copier Copy Counts	-314.50
24AR93...	Bill	07/05/2023		5620-13 · ADMIN-Copier Copy Counts	-162.08
TOTAL					-476.58