

**MINUTES OF A REGULAR MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON THURSDAY, December 21, 2023**

1. OPEN SESSION

President Bradford opened the regularly scheduled Board meeting at 1:00 PM at the Big Bear Municipal Water District located at 40524 Lakeview Drive, Big Bear Lake, CA 92315 on Thursday December 21, 2023.

BOARD MEMBERS PRESENT:

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

2. PLEDGE OF ALLEGIANCE

Tom Bradford

3. PUBLIC FORUM

No comments from public in attendance.

4. REPORTS

- A. Interim General Manager, Brittany Lamson, reported that we met with Don and Mutal water company to discuss the powerhouse delivery system still being down from the 2019 storm and further damage from the storm that happened in August. Mutal has a temporary solution to deliver the water required of them, but we still do not have any real timeline for Edison fixing the facilities.
- B. Chief Operations Officer, Mike Stephenson, reported we are 8.21 feet down from full, equal amount of water gone this fall as in the summer. Lake is still dropping so we are hoping for some wet weather.
- C. The Administrative Committee has nothing to report as all their items are on business for today.

5. CONSENT CALENDAR

- A. Minutes of a Regular Meeting on December 7, 2023.
- B. Warrant list dated 12/15/2023 in the amount of \$184,575.14.
- C. American Casting & Manufacturing (Quagga Seals and Bands) quote not to exceed \$19,620.20.

Discussion:

Vice President Ludecke would like to pull consent item C to business item 7.

With a motion made by Vice President Ludecke, and seconded by Director Brewster, the consent calendar was approved unanimously with the removal of item 5C:

AYES: Ludecke, Rehfuß, Brewster, Lee, Bradford

NO:

ABSTAIN:

6. BUSINESS

The Administrative Committee (Directors Ludecke & Brewster) recommends Resolution 2023-07 "Big Bear Municipal Water District Administrative Code" for full Board approval which incorporates legal changes that will go into effect January 2024 and removes language that is not relevant.

Discussion:

Ms. Lamson explained that with annual employment law changes the District reviews internal documents annually to make sure they are all in compliance with California law. This was reviewed with Counsel on multiple occasions and with the administrative committee. Vice President Ludecke added that the committee went through this document line by line and only had a couple suggested changes.

With a motion made by Vice President Ludecke, and second by Director Brewster, Resolution 2023-07, which updates the Administrative Code as a whole was unanimously approved:

AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford

NO:

ABSTAIN:

B. The Administrative Committee (Directors Ludecke & Brewster) recommends the Employee Handbook for full Board approval which includes employee law changes that go into effect January 2024 and language previously seen in the Administrative Code.

Discussion:

Ms. Lamson explained that this document needed a complete revision as it had items that should have only been in the admin code, or the admin code items that should have only been in the handbook. We also combined the full-time staff and seasonal staff handbooks into one document per legal recommendation. Vice President Ludecke again stated the committee reviewed the Handbook line by line. The only change suggested was to reduce the time before a seasonal employee could use their sick time from 90 to 60 days. Reduced sick to use.

With a motion made by Director Brewster, seconded by Director Rehfuss, the Employee Handbook was unanimously approved:

AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford

NO:

ABSTAIN:

C. The Administrative Committee (Directors Ludecke & Brewster) recommends the proposal from Rogue Jet Boatworks not to exceed \$159,480 for a new patrol boat for full Board approval.

Discussion:

Mr. Stephenson explained this proposed patrol boat is identical to the new boat we received from the grant, which has been great. Our only fear would be we don't get this boat prior to the next fiscal year. We would be surplus'ing one of our oldest boats, patrol three is one we own out right, so that might be the best option. Life expectancy of the boat, they have been rebuilt, we have 30-year-old boats, and it just

doesn't make sense. We have a 10-year depreciation schedule for our patrol boats, but they all are used well beyond that. We could probably get 30K from the boat we do sell. Once the welds start to fracture, it's time to get a new boat, which is where we are at now. This is the time when taking care of the boat costs more than buying a new one. It's on the water, but it could be determined surplus. We own patrol 3, so we could recoup some cost.

With a motion made by Vice President Ludecke, seconded by Director Rehfuss, the proposal for the additional patrol boat from Rogue JetBoats not to exceed \$159,480 was unanimously approved:

AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford

NO:

ABSTAIN:

D. The Administrative Committee (Directors Ludecke & Brewster) recommends the proposal from Rogue Jet Boatworks not to exceed \$200,000 for a new work boat for full Board approval.

Discussion:

Mr. Stephenson explained the proposal for a new work boat. New boat is slightly shorter, but much more stable, and this can hold a skid steer. Speed would be governed, and driver training would be required to operate. This would replace our workboat, which is very fatigued, and everything is bent or lifting. The winch on the current work boat is a concern, and we are not sure if it could pull dock poles much longer. Our only concern with the proposed boat would be how much it would be able to pull, and the manufacturer is confident that their lift, plus some additional reinforcement will match what we can pull now. The Administrative Committee had a recommendation that we will have a landing ramp, which will be level, we can add a winch to pull things from the shore, but we do not have a cost for this add on yet which is why the not to exceed is higher than the current quote. This boat can hold a skid steer, or the Polaris, and we will be able to transport it to the ramps easily. This is a huge value to not have to drive these on the roads and go right to the area we need to get to. By having the landing craft down, it would be longer, but still about a foot shorter than our current boat, but the extra weight we can hold is what's important. Vice President Ludecke, asked about cost for what was approved in the budget, and this is significantly cheaper. This is a great boat for a replacement.

Jeff Cooper of the public asked if when the boats are delivered, are they ready to drop in the water? Or does additional stuff still need to be outfitted? Mr. Stephenson responded, they are delivered ready to drive but the lights and other small extras are added in-house, the workboat would just need a radio. Workboat has many fewer aftermarket accessories.

With a motion made by, Director Rehfuss, and seconded by Director Brewster, the proposal for a new work boat from Rogue JetBoats, not to exceed \$200,000 was unanimously approved:

AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford

NO:

ABSTAIN:

- E. The Administrative Committee (Directors Ludecke & Brewster) recommends the Big Bear Fire Dock Plan and Agreement for full Board discussion and possible approval.

Discussion:

Ms. Lamson explained this was an on-going effort to get a fire dock that the board was comfortable with. Earlier this year the board rejected the dock build design and asked that the Fire Dept and dock builder go to the site to see why their design would not work and asked that the builder revise the design to make it match what everyone else around the lake has because we know those designs work. District staff met with fire and the dock builder at the West Ramp (proposed temporary location of dock) and made clear that no permanent structures were to be used, anchors must be removed when dock is moved to final location and spuds are to be used in-lieu of the permanent pier that was previously proposed. A representative from County Fire and the Dock builder are here today to clarify any questions the board or public might have about this build.

Director Brewster just a question about the anchors, those will not move, but the chain will be adjusted to adapt with the changes in lake level, and how will he move them when the new fire station location is complete? Aaron from Arrowhead Docks Unlimited explained he has a barge that will move them at the end of the temporary stay and yes, the chain will be adjusted in-lieu of the weights being moved.

Director Rehfuss asked if the chain was going to be two or three hundred feet from the dock, how will this affect navigational concern? How far will it go? Will the dock end be 3 or 4 feet below water? Is the idea that the chain that will be there so we won't have a navigational hazard? If it creates a navigational hazard who is responsible? District Counsel responded that the District would be named (per every incident on the lake), but the fire prevention district would be named and they would be handling all the cost.

President Bradford asked if there will be any issues with the chains with the water level fluctuating? Aaron said we can lose the chains if we need to, but it's the best way to accommodate the lake level moving. Director Brewster continued, asking how would we eliminate this? He is more concerned about the shoreline chain attachment with the piles. Director Brewster would like to see no chains.

Larry Cooke, a member of the public asked, what size is this anchor block? Mr. Stephenson responded that they are roughly 3,000lbs. Director Rehfuss asked how this would work without the chains, overbuilding is important for the ability to save someone out on the lake. Aaron explained that the weights would be set approximately 12-14 ft below highwater; but at the end of the dock, it would be at about 32 ft deep per bathymetry. Larry Cooke is concerned about the ice cutting the floats, claims it will cut the floats right off if left in the water year around. Mr. Stephenson continued that there is an electrical building there to keep this area warm if needed. He also suggested a bubbler around the dock to keep it clear of the ice. Director Rehfuss wanted to clarify Mr. Cooke was talking about ice on the lake, which was confirmed.

Vice President Ludecke asked what the redline area was representing. This is the area the fire department will be parking vehicles and ambulances. He continued, how are you going to keep people out of that area? Mr. Stephenson explained he is aware of another area like this in Boulder Bay and it is secured and it has not been a hazard, but they can figure that out, we do not want to tell them how to do their job. The Directors are still concerned with the chain on the shore.

Mr. Stephenson continued that this dock will also have a canopy. Vice President Ludecke does not like the location of the dock. County Fire representative, Mr. Rapoza explained they looked at other options and if

they moved the dock to where the station is supposed to be they would need a special permit which would take years, but this location will decrease the response time from their current station.

Vice President Ludecke asked when was the last time the boat was stored on the water year around? Mr. Rapoza said the boat has never been on the lake year around, but that is why this dock is so important. President Bradford asked why the fire department couldn't talk to the landowner about using that new land. Vice President Ludecke is concerned that this is really the best place for the dock, this location is pretty exposed weather wise.

President Bradford closed the discussion explaining that we have reviewed with legal, we (the Board) say they can use the property, and they can use it and remove everything when they are done, including the weight blocks. If a better location comes along, let us know, but we are good with this knowing everything will be removed at the end of the term. If approved today, when would you break ground? Aaron answered, given electrical and weather cooperating 6-8 weeks. Mr. Rapoza explained the boat will not be in the water this winter. Director Reh fuss asked about the eagles and the ramp closure, and what about lights, motion lights, not lights that are on 24/7. Dark sky compliant lights will be used.

President Bradford had one more question about when emergency calls come in, what is the snow removal process? That will be up to the fire department, just another facility to maintain.

With a motion made by Director Reh fuss, seconded by Director Lee, the fire boat dock and agreement was unanimously approved:
AYES: Ludecke, Reh fuss, Brewster, Lee, Bradford
NO:
ABSTAIN:

F. The Administrative Committee (Directors Ludecke & Brewster) recommends rejection of the CARPI USA Geomembrane Lining Bid for the Dam Resurfacing Project.

Discussion:

Ms. Lamson explained that unfortunately the sole bid came in above the previously approved amount and the previously provided estimate from the consultant. There are alternative options we can consider at a later time, but the price and potential timeline given for this proposal does not make sense for the District.

With a motion made by Vice President Ludecke, seconded by Director Brewster, the proposal from Carpi USA for geomembrane lining for the Dam resurfacing project was rejected by unanimously approved:
AYES: Ludecke, Brewster, Lee, Bradford
NO:
ABSTAIN:

G. Announce Steve Ludecke, Division 1, as President.

Discussion:

Outgoing President Bradford announced Vice President Ludecke as the new President for 2024.

No vote needed, set by administrative code.

H. Committee Assignments.

Discussion:

President Ludecke announced that the committees will remain the same, which are the following:

Administrative: Ludecke & Brewster, ALT Lee

Budget & Finance: Ludecke & Lee, ALT Rehfluss

Lake Improvement: Brewster & Bradford, ALT Lee

Operations: Brewster & Rehfluss, ALT Lee

Watermaster: Ludecke & Lee, ALT Rehfluss (These directors will also represent the District at the Big Bear Watermaster Meetings)

No vote needed, set by Board President.

I. Appointment of Board Officers for Calendar year 2024.

Discussion:

President Ludecke announced Director Brewster as Vice President for 2024.

With a motion made by Director Rehfluss, seconded by Director Lee, the Vice President nomination was unanimously approved:

AYES: Ludecke, Rehfluss, Brewster, Lee, Bradford

NO:

ABSTAIN:

J. Appointment of the District's JPIA Representative for the Calendar Year 2024.

Discussion:

President Ludecke announced Director Brewster as the JPIA Representative for 2024.

No vote needed, set by Board President.

K. Board to determine who will be the BVBGSA representative

Discussion:

President Ludecke announced he will remain as the BVBGSA representative for the MWD.

No vote needed, set by Board President.

7. ITEMS REMOVED FROM CONSENT CALENDAR

President Ludecke was concerned about the number of bands being ordered, seemed like a lot of bands. Ms. Lamson clarified that this is our normal band count for the ramps and marinas. It is a large amount, but the last time we did a large order was in 2019, so this basically restocking everything.

With a motion made by Director Bradford, seconded by Director Rehfuss, the quote from American Casting & Manufacturing (Quagga Seals and Bands) not to exceed \$19,620.20 was unanimously approved:
AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford
NO:
ABSTAIN:

8. ANNOUNCEMENTS

Ms. Lamson announced that the District received a fish donation from Holloways Marina for \$5K so thank you very much, it's greatly appreciated. The office will be closed for the holidays, which is why the meeting on January 4, 2024 will be adjourned. We will be back in the office January 8th.

9. DIRECTOR COMMENTS

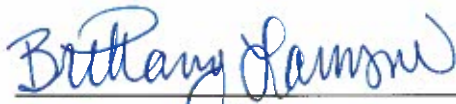
Director Bradford asked when the next plant for fish was. Mr. Stephenson responded that it was this week. Director Rehfuss thanked Larry Cooke for information about docks during the discussion.

10. ADJOURN

There being no further business, the meeting was adjourned at 2:33 PM.

DATE AND TIME OF NEXT MEETING

Date: January 18th, 2024
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]

