

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
JANUARY 21, 2019**

**CALL TO ORDER**

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, January 21, 2019 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314.

President Russo called the meeting to order at 5:00 p.m. and Director Green led the Pledge of Allegiance.

**BOARD MEMBERS PRESENT**

John Green, Karyn Oxandaboure, John Russo, Larry Walsh, and Al Ziegler were present.

**BOARD MEMBERS ABSENT**

No Board Members were absent.

**OTHERS PRESENT**

MEMBERS OF THE PUBLIC who signed in included: None.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Shari Strain, Finance Officer; Jon Zamorano, Solid Waste Superintendent; Mary Reeves, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

**PRESENTATIONS**

There were no presentations.

**INFORMATION ITEMS**

There were no information items.

**CONSENT CALENDAR**

The Board reviewed the items on the consent calendar.

**MOTION**

Upon motion by Director Walsh, seconded by Director Oxandaboure, and carried by the following vote:

AYES: GREEN, OXANDABOURE, RUSSO, WALSH, ZIEGLER  
NOES: NONE  
ABSENT: NONE  
ABSTAINS: NONE

The Board approved the following consent items as presented:

- A. Minutes - Regular Meeting January 7, 2019
- B. Cash/Checks Disbursements December 2018 \$1,446,669.85  
Credit Card Purchases December 2018 \$5,401.31

**REQUESTS FOR CONTINUANCE**

There were no requests for continuance.

**ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION**

There were no items removed from the consent calendar for discussion.

**COMMITTEE & BOARD MEMBER REPORTS**

- A. The following Committees met since the last Board Meeting: None.

There were no Committee or Board Member reports.

**STAFF REPORTS**

The General Manager's report was discussed, received, and filed. The Supervisors' monthly reports for December 2018 were discussed, received, and filed.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS**

- A. Water Department Greenspot Reservoir Retrofit Project

Water Superintendent Jerry Griffith explained that the bid opening for the Capital Improvement Project of the Greenspot Reservoir Retrofit budgeted in FY 2018-19 occurred on December 8, 2018. The District received three bids for the project that were all significantly over the budgeted amount. Mr. Griffith stated that Water Systems Consulting provided an opinion from the project engineer, Harper & Associates, and recommended rejecting all bids and re-bidding in the summer of 2019. Mr. Griffith explained to the Board that re-bidding at that time would

delay the project until the Spring of 2020.

**MOTION**

Upon motion by Director Oxandaboure, seconded by Director Walsh, and carried by the following vote:

AYES:	GREEN, OXANDABOURE, RUSSO, WALSH, ZIEGLER
NOES:	NONE
ABSENT:	NONE
ABSTAINS:	NONE

The Board approved staff recommendation to postpone this project and rebid the project in the summer of 2019, delaying the construction of the project to the Spring of 2020.

**B. Solid Waste Department Request to Submit an Early Purchase Order for Refuse Truck**

Solid Waste Superintendent Jon Zamorano discussed the need to submit the purchase order for the FY 2019-20 budgeted refuse truck now, as opposed to in July of 2019, in order to begin the automation process in 2020. Mr. Zamorano explained that the unit will take approximately 12 months to receive after the order has been placed, so in order to receive the unit at the beginning of 2020 rather than in July of 2020, Gaskin Services suggested submitting the purchase order earlier, however, payment of this unit would not be made until the unit is received in 2020. Mr. Zamorano stated that the Solid Waste Committee met on December 5, 2018 to discuss this, and the recommendation of the Committee was to place the order now for the purchase not to exceed the \$267,650.00 of the FY 2019-20 budgeted amount.

**MOTION**

Upon motion by Director Walsh, seconded by Director Green, and carried by the following vote:

AYES:	GREEN, OXANDABOURE, RUSSO, WALSH, ZIEGLER
NOES:	NONE
ABSENT:	NONE
ABSTAINS:	NONE

The Board authorized staff to issue a purchase order to Gaskins Services to begin construction of an automated refuse truck not to exceed the FY 2019-20 budgeted amount of \$267,650.00.

**C. Solid Waste Department Budget Purchase of Multiple Tippers rather than one Curotto Can in FY 2018/19.**

Solid Waste Superintendent Jon Zamorano expressed concern regarding the modifications needed for unit #704 in order to accommodate the FY 2018-19 budgeted Curotto Can. Mr. Zamorano explained that this is an older unit, and the weight of the Curotto Can would be adding daily stress to it. Mr. Zamorano has reviewed this matter with Gaskin Services, and the

recommendation is to purchase five front-loading tipplers as opposed to one Curotto Can. Mr. Zamorano explained the benefits of the tipplers with the upcoming automation process, and provided the Board with a video demonstration of the tipplers. Mr. Zamorano stated that the Solid Waste Committee met on December 5, 2018 to discuss this, and the recommendation of the Committee was to move away from purchasing the Curotto Can and purchase the front-loading tipplers, not to exceed the FY 2018-19 budgeted amount of \$50,000.

**MOTION**

Upon motion by Director Walsh, seconded by Director Oxandaboure, and carried by the following vote:

AYES:	GREEN, OXANDABOURE, RUSSO, WALSH, ZIEGLER
NOES:	NONE
ABSENT:	NONE
ABSTAINS:	NONE

The Board authorized staff to purchase five front loading tipplers not to exceed the FY 2018-19 budgeted amount of \$50,000.

**NON-AGENDA PUBLIC TESTIMONY**

No public comments were offered or heard.

**DIRECTORS' CLOSING COMMENTS/ANNOUNCEMENT OF COMING EVENTS**

The Board Members made their closing comments and announcements of coming events.

**CLOSED SESSION**

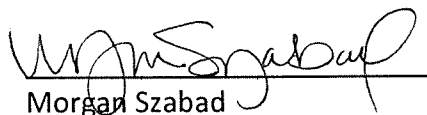
There were no closed session items.

**REPORT FROM CLOSED SESSION**

There were no closed session items.

**ADJOURNMENT**

By consensus of the Board, the meeting was adjourned at 5:40 p.m.

  
Morgan Szabad  
Secretary of the Board