

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY**  
**Special Board Meeting**  
**Minutes**  
**March 22, 2018**

**1. Call to Order**

A special meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Thursday, March 22, 2018 at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

**Governing Board Members present:** Rick Herrick, Liz Harris, John Green, Karyn Oxandaboure, and David Caretto on the phone.

**Absent:** None

**Staff present:** David Lawrence, General Manager; Jennifer McCullar, and Kim Booth, Administrative Assistant

**Others:** None

**2. Pledge of Allegiance**

Chairman Herrick called the meeting to order at 5:00 p.m. with Mr. Herrick leading the Pledge of Allegiance.

**3. Presentations and Introduction:**

A. Mr. Herrick presented Ms. Harris with a 15-year pin and thanked her for her services

**4. Approval of the Agenda**

Upon motion by Director Green, seconded by Vice Chairman Oxandaboure and carried, the Agenda was approved as presented.

**Vote**

|             |     |
|-------------|-----|
| Herrick     | Aye |
| Oxandaboure | Aye |
| Harris      | Aye |
| Caretto     | Aye |
| Green       | Aye |

**5. Consent Calendar:** The Governing Board reviewed items on the Consent Calendar. Upon motion by Vice Chairman Oxandaboure, seconded by Director Green and carried, the Governing Board approved the Consent Calendar as presented:

- A. Minutes of the Budget Workshop/Special Meeting March 7, 2018 – Approved
- B. Monthly Expenses – Informational
- C. Governing Board Member Reimbursement – Approved
- D. Investment Report – Informational

**Vote**

|             |     |
|-------------|-----|
| Herrick     | Aye |
| Oxandaboure | Aye |
| Harris      | Aye |
| Caretto     | Aye |
| Green       | Aye |

**6. Items Removed From the Consent Calendar: None**

**7. Public Forum Response:**

**8. Public Forum** – The Public Forum portion of the meeting is an opportunity for members of the public to directly address the Governing Board on matters within the jurisdiction of this Agency. Ordinance No. 57 limits individual public testimony to three minutes or less. The cumulative time that any individual may provide public testimony during a meeting is fifteen minutes and the public testimony shall be limited to thirty minutes for all speakers. Whenever a group of persons wishes to address the Board on the same item, the Chairman or the Board by majority vote may request a spokesperson be chosen for the group or limit the number of such persons addressing the Board. Since discussion of an item, not on the posted agenda is not allowed, these concerns may be addressed in a future meeting under “Public Forum Response

**9. Old Business: None**

**10. New Business**

**A.** Chairman Herrick opened the public hearing at 5:07 p.m., public hearing closed at 5:08 p.m. Upon motion by Secretary Harris, seconded by Director Green and carried, the Governing Board approved Resolution No. R 02-2018, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting the Operating and Capital Budget for Fiscal Year 2019, Approving Budgeted Projects and Finding Approval of the Budget and Budgeted Projects Exempt from Review Under the California Environmental Quality Act.

**Vote**

|             |     |
|-------------|-----|
| Herrick     | Aye |
| Oxandaboure | Aye |
| Harris      | Aye |
| Caretto     | Aye |
| Green       | Aye |

**B.** Upon motion by Vice Chairman Oxandaboure, seconded by Director Green and carried, the Governing Board approved to wave the entire read of Ordinance No. O 01-2018, An Ordinance of the Governing Board of the Big Bear Area Regional Wastewater Agency Establishing the Sewer User Charge and Taking Certain Other Actions Related Thereto. Chairman Herrick read the title to introduce Ordinance No. O 01-2018.

**Vote**

|             |     |
|-------------|-----|
| Herrick     | Aye |
| Oxandaboure | Aye |
| Harris      | Aye |
| Caretto     | Aye |
| Green       | Aye |

- C. Upon motion by Director Green, seconded by Secretary Harris and carried, the Governing Board approved to wave the entire read of Ordinance No. O 02-2018, An Ordinance of the Governing Board of the Big Bear Area Regional Wastewater Agency Increasing the Wastewater Connection Fee, Amending Ordinance No.2 and Taking Certain Other Actions. Chairman Herrick read the title to introduce Ordinance No. O 02-2018.

**Vote**

|             |     |
|-------------|-----|
| Herrick     | Aye |
| Oxandaboure | Aye |
| Harris      | Aye |
| Caretto     | Aye |
| Green       | Aye |

- D. Upon motion by Director Green, seconded by Director Caretto and carried, the Governing Board approved to wave the entire read of Ordinance No. O 03-2018, An Ordinance of the Governing Board of the Big Bear Area Regional Wastewater Agency Clarifying the Fiscal Year 2019 Sewer Standby or Immediate Availability Charges. Chairman Herrick read the title to introduce Ordinance No. O 03-2018.

**Vote**

|             |     |
|-------------|-----|
| Herrick     | Aye |
| Oxandaboure | Aye |
| Harris      | Aye |
| Caretto     | Aye |
| Green       | Aye |

- E. Upon motion by Vice Chairman Oxandaboure, seconded by Director Green and carried, the Governing Board approved to wave the entire read of Ordinance No. O 04-2018, An Ordinance of the Governing Board of the Big Bear Area Regional Wastewater Agency to Increase the Current Fee Schedule for the Disposal of Waste Delivered to the Regional Treatment Plant. Chairman Herrick read the title to introduce Ordinance No. O 04-2018.

**Vote**

|             |     |
|-------------|-----|
| Herrick     | Aye |
| Oxandaboure | Aye |
| Harris      | Aye |

Caretto       Aye  
Green         Aye

- F. Mr. Lawrence gave background on our current contract for sludge hauling. Under the new proposed contract, the Agency will reduce hauling costs from \$85 - \$98 per ton, to approximately \$60 per ton and will simplify operations by reducing hauling contractors and eliminating self-hauling. Mr. Lawrence would like the board to give him permission to sign a three-year contract with AG Tech LLC. Upon motion by Director Green, seconded by Director Caretto and carried, the Governing Board authorized the General Manager to enter into a contract with AG Tech LLC.

**Vote**

Herrick       Aye  
Oxandaboure   Aye  
Harris        Aye  
Caretto       Aye  
Green         Aye

- G. Chairman Herrick opened nominations for Chairman position. Vice Chairman Oxandaboure nominated Director Green for the Chairman position, seconded by Chairman Herrick and carried, the Governing Board approved Director Green as the Chairman at the next board meeting.

**Vote**

Herrick                Aye  
Oxandaboure         Aye  
Harris                Aye  
Caretto               Aye  
Green                 Aye

Chairman Herrick opened nominations for Vice Chairman position. Chairman Herrick nominated Director Caretto for the Vice Chairman position, seconded by Vice Chairman Oxandaboure and carried, the Governing Board approved Director Caretto as the Vice Chairman at the next board meeting.

**Vote**

Herrick                Aye  
Oxandaboure         Aye  
Harris                Aye  
Caretto               Aye  
Green                 Aye

Chairman Herrick opened nominations for the Secretary position. Chairman Herrick nominated Secretary Harris for the Secretary position, seconded by Director Green and carried, the Governing Board approved Secretary Harris as the Secretary for the Board.

**Vote**


|             |     |
|-------------|-----|
| Herrick     | Aye |
| Oxandaboure | Aye |
| Harris      | Aye |
| Caretto     | Aye |
| Green       | Aye |


**11. Information/Committee Reports: None**

**12. Adjournment**

With no further business to come before the Governing Board, Chairman Herrick adjourned the meeting at 5:25 p.m.

ATTEST:

  
Elizabeth Harris, Ed.D, Secretary of the  
Governing Board of the Big Bear Area Regional  
Wastewater Agency

  
\_\_\_\_\_  
Kim Booth, Administrative Assistant  
Big Bear Area Regional Wastewater Agency