

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
Regular Board Meeting
Minutes
January 24, 2018

1. Call to Order

A regular meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Wednesday January 24, 2018 at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

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

Absent: None

Staff present: David Lawrence, General Manager; Jennifer McCullar, Finance Manager; Troy Bemisdarfer, Interim Plant Manager; and Kim Booth, Administrative Assistant

Others: Shawn Coorn, HDR

2. Pledge of Allegiance

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

3. Presentations and Introduction:

A. Mr. Herrick presented Ms. Oxandaboure with her one-year pin and thanked her for her service on the board.

B. Mr. Lawrence introduced Mr. Coorn where he then presented the preliminary rate study.

4. Approval of the Agenda

Upon motion by Director Caretto, seconded by Director Green 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 Secretary Harris, seconded by Director Caretto and carried, the Governing Board approved the Consent Calendar as presented:

A. Minutes of Special Meeting on December 7, 2017 Special Meeting – Approve

B. Monthly Expenses – Informational

C. Governing Board Member Reimbursement – Approve

D. Investment Report – Informational

- E. Operations and Connections Report for January 2018 – Informational
- F. Resolution No. R. 01-2018, Governing Board Members’ and Volunteers’ Coverage Under Worker’s Compensation Insurance – Approve
- G. Appropriate \$20,000 for Emergency Generator Rental – Removed

Vote

Herrick	Aye
Oxandaboure	Aye
Harris	Aye
Caretto	Aye
Green	Aye

6. Items Removed From the Consent Calendar:

Secretary Harris asked why we have needed to rent a generator for so long. Mr. Lawrence explained after the September meeting a generator was ordered but it will not arrive until April. In the mean time we need to have a backup generator at all times. Upon motion by Secretary Harris, seconded by Director Caretto and carried, the governing board approved 5.G as presented.

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. Mr. Lawrence gave background on the purchasing policy and that it has already been presented to the finance committee. Upon motion by Vice Chairman Oxandaboure, seconded by Director Green and carried the governing board approved the purchasing policy as presented.

Vote

Herrick	Aye
Oxandaboure	Aye
Harris	Aye
Caretto	Aye

Green Aye

- B. Mr. Lawrence gave some background on the August 23, 2017 board meeting the board approved to sign a contract with BB&K advocacy services to support the Agency in re-authorizing \$15 million from the Water Resources Reform and Development Act 2007. Mr. Lawrence would like the board to approve to extend the contract with BB&K until March 2018 and appropriate \$21,000 for advocacy services. Upon motion by Director Caretto, seconded by Director Green and carried the governing board approved to extend the contract with BB&K for advocacy services and appropriating \$21,000 from the contingency fund.

Vote

Herrick	Aye
Oxandaboure	Aye
Harris	Aye
Caretto	Aye
Green	Aye

- C. Mr. Lawrence asked the board what their schedule looks like to plan the February budget workshop along with rescheduling the March board meeting. The board scheduled the budget workshop for February 28, 2018 from 10:00 a.m. – 2:00 p.m. The regular scheduled board meeting on the March 28th will be adjourned to a special meeting on Thursday, March 22, 2018 at 5:00 p.m.

Vote

Herrick	Aye
Oxandaboure	Aye
Harris	Aye
Caretto	Aye
Green	Aye

11. Information/Committee Reports

- A. Chairman Herrick gave an update on the finance committee meeting, reviewing the purchasing policy and recommended the board to approve.

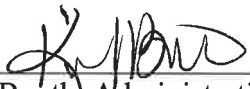
12. Adjournment

With no further business to come before the Governing Board, Chairman Herrick adjourned the meeting at 5:34 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