

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
Regular Board Meeting
Minutes
May 23, 2018

1. Call to Order

A regular meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Wednesday, May 23, 2018 at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

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

Absent: None

Staff present: David Lawrence, General Manager; Jennifer McCullar, Jan Guy, Plant Manager; Sonja Kawa, Human Resource Coordinator/Accounting Technician; Francis Hobbs, Plant Operator and Kim Booth, Administrative Assistant

Others: Paul Marel, Bear Valley Electric and Joseph Phalen, Bear Valley Electric

2. Pledge of Allegiance

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

3. Presentations and Introduction:

A. Mr. Lawrence thanked Mr. Hobbs for his 24+ years of service to the agency and wished him luck in his future retirement. The board thanked him for his service.

B. Mr. Marel gave a presentation regarding putting in a solar field on BBARWA's property and what the savings could be.

4. Approval of the Agenda

Upon motion by Vice Chairman Caretto, seconded by Secretary Harris and carried, the Agenda was approved as presented.

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Aye

5. Consent Calendar: The Governing Board reviewed items on the Consent Calendar. Upon motion by Secretary Harris, seconded by Director Herrick and carried, the Governing Board approved the Consent Calendar as presented:

A. Minutes of the Regular Meeting April 25, 2018 – Approved

B. Monthly Expenses – Informational

- C. Governing Board Member Reimbursement – Approved
- D. Investment Report – Informational
- E. Operations Report – Informational
- F. Third Quarter Report, Nine Months ended March 31, 2018 – Informational
- G. Pay Schedule – Approved
- H. Cell Phone Stipend Policy – Approved
- I. Asset Disposal - Heavy Truck – Approved

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	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. Mr. Lawrence gave background on the extent of work that needs to be completed at the Lucerne Farm. Mr. Lawrence recommended approving Resolution R. 04-2018 and authorizing the General Manager to negotiate and execute a contract with the lowest responsible bidder in the amount not to exceed \$200,000. Upon motion by Director Herrick, seconded by Vice Chairman Caretto, and carried the Governing Board approved the recommendations.

Vote

Green	Aye
Caretto	Aye
Harris	Aye

Oxandaboure Aye
Herrick Aye

- B. Mr. Lawrence explained this is just a formality, due to the timing of purchasing the belt press and conveyor system and borrowing, the Agency would like to be reimbursed for the purchase of this equipment at the time of borrowing. Mr. Lawrence recommends approving Resolution R. 03-2018. Upon motion by Vice Chairman Caretto, seconded by Secretary Harris and carried the Governing Board approved Resolution No. R. 03-2018, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Declaring its Intention to Issue Tax-Exempt Obligation to be Used to Reimburse the Agency for Certain Expenditures Made Prior to the Issuance of such Tax-Exempt Obligation.

Vote

Green Aye
Caretto Aye
Harris Aye
Oxandaboure Aye
Herrick Aye

- C. Director Herrick excused himself from this item due to having a conflict of interest. Mr. Lawrence explained that he has received an MOU from Bear Valley Electric, he would like the board to approve authorization for the General Manager to negotiate and execute the nonbinding MOU. Upon motion by Vice Chairman Caretto, seconded by Director Oxandaboure and carried, the Governing Board approved the recommendation.

Vote

Green Aye
Caretto Aye
Harris Aye
Oxandaboure Aye

11. Information/Committee Reports:


12. Closed Session

Entered closed session at 6:46 p.m., returned to open session at 7:53 p.m. with no reportable action.

13. Adjournment

With no further business to come before the Governing Board, Chairman Green adjourned the meeting at 7:54 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