

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
Regular Board Meeting
Minutes
January 25, 2017

1. Call to Order

A regular meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Wednesday, January 25, 2017 at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

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

John Green joined the meeting at 5:07 p.m.

Absent: None

Staff present: Steven C. Schindler, General Manager; Fred Uhler, Plant Manager; Jennifer McCullar, Finance Manager; Sonja Kawa, Human Resources Coordinator /Accounting Technician; and Kim Booth, Administrative Assistant

Others: None

2. Pledge of Allegiance

Vice Chairman Herrick called the meeting to order at 5:03 p.m. with Ms. Harris leading the Pledge of Allegiance.

3. Presentations and Introduction:

A. Ms. Harris presented Mr. Herrick with his 10 year pin and thanked him for his service.

B. Mr. Uhler presented Mr. Essex with his 1 year pin and thanked him for his service.

4. Approval of the Agenda

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

Vote

Green	Aye
Herrick	Aye
Harris	Aye
Caretto	Aye
Oxandaboure	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 follows:

A. Minutes of Special Meeting on December 7, 2016 and January 18, 2017 Special Meeting
– Approved

- B. Monthly Expenses – Informational
- C. Governing Board Member Reimbursement – Approved
- D. Investment Report – Informational
- E. Operations and Connections Report for January 2017 – Informational
- F. General Manager Job Description – Removed
- G. Final Bear Valley Water Sustainability Study – Accepted
- H. Digital Surveillance System – Approved
- I. Engineering Load Equalization Basin – Approved

Vote

Green	Aye
Herrick	Aye
Harris	Aye
Caretto	Aye
Oxandaboure	Aye

6. Items Removed From the Consent Calendar:

Ms. Harris removed 5.F General Manager Job Description. Discussion ensued between board and staff on changes that should be made to the job description. Upon motion by Chairman Green, seconded by Secretary Harris and carried, the Governing Board approved the General Manager Job Description with the change of Possession of a California State Water Resources Control Board Grade III Wastewater Treatment Plant Operator Certificate is desired, with the ability to obtain a Grade IV Certificate within five years of employment.

7. Public Forum Response: None

- 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:

10. New Business:

- A. Discussion ensued between board and staff regarding a time for the budget workshop. The budget workshop will be on March 13, 2017 at 12:00 p.m.

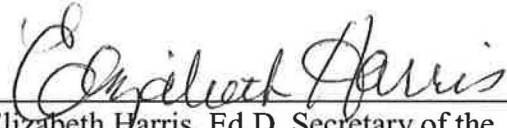
11. Information/Committee Reports

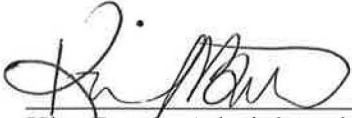
A. Ms. Harris gave an update on the Ad Hoc Committee meeting where they reviewed the General Manager Job Description.

12. Adjournment

With no further business to come before the Governing Board, Chairman Green adjourned the meeting at 5:30 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