

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY  
SPECIAL BOARD MEETING MINUTES  
December 2, 2020**

**1. CALL TO ORDER**

A Special Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Chair Green at 5:04 p.m. on December 2, 2020. Chair Green confirmed the Governing Board meeting was conducted pursuant to California Government Code Section 54953 and Governor Newsome's Executive Order N-25-20 and N-29-20. No Board Member expressed doubt that the Board Members participating by teleconference were not so.

**BOARD MEMBERS PRESENT**

John Green, Chair  
Jim Miller, Vice Chair  
Karyn Oxandaboure, Secretary  
David Caretto, Director  
Rick Herrick, Director

**STAFF MEMBERS PRESENT**

David Lawrence, General Manager  
Jennifer McCullar, Finance Manager  
John Shimmin, Plant Manager  
Bridgette Burton, Management Analyst  
Kim Booth, Administrative Assistant

**OTHERS**

Mary Reeves, General Manager, Big Bear City Community Services District

**2. PLEDGE OF ALLEGIANCE**

Dispensed

**3. APPROVAL OF THE AGENDA**

Upon motion by Director Herrick, seconded by Director Caretto and carried, the Governing Board approved the agenda as presented.

Ayes: Green, Miller, Oxandaboure, Caretto, Herrick  
Noes: None  
Absent: None  
Abstain: None

**4. PRESENTATIONS AND INTRODUCTIONS**

None

5. **CONSENT CALENDAR**

5.A. **Minutes of Regular Meeting on October 28, 2020**

5.B. **Monthly Expenses**

5.C. **Investment Report**

5.D. **Operations and Connections Report**

5.E. **First Quarter Report, Three Months Ended September 30, 2020**

5.F. **Accept as Complete - Splitter Box Building**

5.G. **Accept as Complete - Sewer System Overflow Prevention Project**

Upon motion by Director Caretto, seconded by Vice Chair Miller and carried, the Governing Board approved the Consent Calendar as presented.

Ayes: Green, Miller, Oxandaboure, Caretto, Herrick

Noes: None

Absent: None

Abstain: None

6. **ITEMS REMOVED FROM THE CONSENT CALENDAR**

None

7. **PUBLIC FORUM RESPONSE**

None

8. **PUBLIC FORUM**

No comments

9. **OLD BUSINESS**

None

**10. NEW BUSINESS**

**10.A. Schedule the Budget Workshop**

Ms. Booth explained that staff would like to schedule a Budget Workshop the same day as the Regular Board Meeting on February 24, 2021. Discussion ensued between the Governing Board and staff.

Upon motion by Vice Chair Miller, seconded by Director Caretto and carried, the Governing Board approved to schedule a Budget Workshop on February 24, 2021, 12:00 p.m. – 4:00 p.m.

Ayes: Green, Miller, Oxandaboure, Caretto, Herrick  
Noes: None  
Absent: None  
Abstain: None

**10.B. Reallocate \$71,246 from the Capital Budget for the Lake Pump Station Pumps 1 and 2 Replacement**

Mr. Lawrence discussed that during preventative maintenance on the Lake Pump Station (LPS) Pumps 1 and 2, it was determined that both pumps needed to be replaced or completely rebuilt. The Agency has chosen to replace the pumps instead of rebuilding the pumps based on the relative costs and warranty coverage. Discussion ensued between the Governing Board and staff.

Upon motion by Director Herrick, seconded by Vice Chair Miller and carried, the Governing Board approved to reallocate \$71,246 from the High-Pressure Effluent Line Replacement Project in the Capital Budget and reallocate to the Lake Pump Station Pumps 1 and 2 Replacement.

Ayes: Green, Miller, Oxandaboure, Caretto, Herrick  
Noes: None  
Absent: None  
Abstain: None

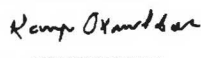
**11. INFORMATION/COMMITTEE REPORTS**

**11.A. General Manager's Report**


Mr. Lawrence provided an update to the Governing Board and asked if they had any questions. Discussion ensued between the Governing Board and staff.

12. **ADJOURNMENT**

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

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ATTEST: \_\_\_\_\_  
Karyn Oxandaboure, Secretary of the Governing Board of the Big Bear Area Regional Wastewater Agency

  
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Kim Bopth, Administrative Assistant  
Big Bear Area Regional Wastewater Agency