

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
Regular Board Meeting
Minutes
October 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, October 24, 2018 at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

Governing Board Members:

Present: John Green, David Caretto, Liz Harris, Rick Herrick and Karyn Oxandaboure.

Absent: None

Staff present: David Lawrence, General Manager; Jennifer McCullar, Finance Manager; Jan Guy, Plant Manager; Sonja Kawa, Human Resource Coordinator/Accounting Technician; Troy Bemisdarfer, Plant Maintenance Supervisor; Nikki Crumpler, Laboratory Analyst; Kyle Burnett, Plant Operator; Ryan Connelly, Plant Operator.

Others: Mr. Scott Manno, Rogers, Anderson, Malody & Scott, LLP and Ms. Veronica Hernandez, Rogers, Anderson, Malody & Scott, LLP.

2. Pledge of Allegiance

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

3. Presentations and Introduction

- A. Mr. Lawrence presented Ms. McCullar with her 10-year pin as well as thanked her for her service to the Agency. Each board member took this opportunity to commend her on the outstanding job she has done during in her time with the Agency and thank her for her service.
- B. Ms. McCullar introduced Mr. Manno and Ms. Hernandez from the accounting firm of Rogers, Anderson, Malody & Scott, LLP. Mr. Manno presented the Agency with the audit report for fiscal year ended June 30, 2018. Ms. Hernandez followed with comments.

4. Closed Session

Entered closed session at 5:13 p.m. with one closed session item.

- A. Conference with Labor Negotiators – Government Code Section 54957.6

Chairman Green reconvened open session at 5:48 p.m. - no reportable action

5. Approval of the Agenda

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

Aye: Green, Caretto, Harris, Herrick, Oxandaboure
Nay: None
Absent: None
Abstain: None

6. **Consent Calendar** – All matters listed on the Consent Calendar will be enacted by one motion at the appropriate time. There will be no separate discussion of these items. If detailed discussion is necessary, any Board Member may request that an item be removed from the Consent Calendar and considered separately.

- A. Minutes of the Special Meeting on September 26, 2018 – Approved
- B. Monthly Expenses – Informational
- C. Governing Board Member Reimbursement – Approved
- D. Investment Report – Informational
- E. Operations and Connections Report– Informational
- F. Annual Report, Twelve Months Ended June 30, 2018 – Informational

Upon motion by Secretary Harris, seconded by Director Herrick and carried, the Governing Board approved all matters listed on the Consent Calendar as presented.

Aye: Green, Caretto, Harris, Herrick, Oxandaboure
Nay: None
Absent: None
Abstain: None

7. **Items Removed From the Consent Calendar** - None

8. **Public Forum Response** – None

9. **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.”

10. **Old Business**

A. Resolution No. R. 11-2018

Mr. Lawrence explained the board previously adopted a resolution of intention to amend

the CalPERS contract for 1959 Survivor Benefits. This is the final step in amending the contract. Staff makes the recommendation to authorize amendment and execution by the presiding officer. Upon motion by Vice Chairman Caretto, seconded by Director Oxandaboure and carried, the Governing Board approved Resolution No. R. 11-2018, A Resolution Authorizing an Amendment to the Contract between the Board of Administration of the California Public Employees' Retirement System and the Board of Directors of the Big Bear Area Regional Wastewater Agency.

Aye: Green, Caretto, Harris, Herrick, Oxandaboure
Nay: None
Absent: None
Abstain: None

B. Implementation Process to Amend OPEB for Future Hires

Ms. McCullar explained this item is part of the implementation process to amend OPEB for future hires. Staff recommendation is to approve Resolution No. R. 12-2018 and Resolution No. R. 13-2018. Upon motion by Vice Chairman Caretto, seconded by Director Herrick and carried, the Governing Board approved:

- Resolution No. R. 12-20018, Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act; and
- Resolution No. R. 13-2018, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Amending and Restating the Big Bear Area Regional Wastewater Agency Health Premium Reimbursement Plan.

Aye: Green, Caretto, Harris, Herrick, Oxandaboure
Nay: None
Absent: None
Abstain: None

11. New Business

A. Schedule a Special Meeting and adjourn the Regular November (28th) and December (26th) 2018 Meetings.

Mr. Lawrence explained that it has been historical for the Agency to adjourn both November and December Governing Board meetings, due to the proximity of the holidays, and schedule a special meeting. Upon motion by Director Oxandaboure, seconded by Vice Chairman Caretto and carried, the Governing Board approved to adjourn the November and December 2018 Regular Board Meetings and scheduled a Special Meeting on December 5, 2018 at 5:00 p.m.

Aye: Green, Caretto, Harris, Herrick, Oxandaboure
Nay: None

Absent: None
Abstain: None

B. Pay Schedule

Mr. Lawrence presented the pay schedule and recommended approval effective October 24, 2018. Upon motion by Secretary Harris, seconded by Director Oxandaboure and carried, the Governing Board approved the Pay Schedule as presented.

Aye: Green, Caretto, Harris, Herrick, Oxandaboure
Nay: None
Absent: None
Abstain: None

C. Appropriate \$44,045 from the Capital and Replacement Fund to Complete the Reconstruction of the North and South Horseshoe Ponds

Mr. Lawrence gave an update on this project and explained the additional work required to elevate the clay layer in the bottom of the North Pond. Discussion followed between the board and staff. Staff recommendation is to appropriate \$44,045 from the Capital and Replacement Fund to complete the Reconstruction of the North and South Horseshoe Ponds Project. Upon motion by Vice Chairman Caretto, seconded by Director Herrick and carried, the Governing Board approved the appropriation of \$44,045.

Aye: Green, Caretto, Harris, Herrick, Oxandaboure
Nay: None
Absent: None
Abstain: None

12. Information/Committee Reports

- A. Mr. Lawrence gave an update on the emergency work at the Lucerne Valley Reuse Facility. Mr. Lawrence anticipates providing notice of completion at the next Board meeting.
- B. Secretary Harris commented on her appointment expiring with the County.

13. Adjournment

With no further business to come before the Governing Board, Chairman Green adjourned the meeting 6:14 p.m.

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



Kim Booth, Administrative Assistant
Big Bear Area Regional Wastewater Agency