

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
REGULAR BOARD MEETING MINUTES
July 22, 2020

1. CALL TO ORDER

A Regular Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Vice Chair Miller at 5:03 p.m. on July 22, 2020. Vice Chair Miller 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

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

BOARD MEMBERS ABSENT

John Green, Chair

STAFF MEMBERS PRESENT

David Lawrence, General Manager
Jennifer McCullar, Finance Manager
John Shimmin, Plant Manager
Sonja Kawa, Human Resources Coordinator/Accounting Technician
Bridgette Burton, Management Analyst
Kim Booth, Administrative Assistant

OTHERS

Ben Carney, Best, Best & Krieger, LLP
Henry French, Site Acquisition Specialist, AT&T
Ryan Goss, General Manager, Big Bear Airport
Andy Keller, Sewer Foreman, Big Bear City Community Services District
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 Secretary Oxandaboure and carried, the Governing Board approved the agenda as presented with the modified green sheet.

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

4. **PRESENTATIONS AND INTRODUCTIONS**

None

5. **CONSENT CALENDAR**

5.A **Minutes of Regular Meeting on June 24, 2020**

5.B. **Monthly Expenses**

5.C. **Governing Board Member Reimbursement**

5.D. **Investment Report**

5.E. **Operations and Connections Report**

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

Ayes: Miller, Oxandaboure, Caretto, Herrick

Noes: None

Absent: Green

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. **Resolution No. R. 10-2020, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Amending Resolution No. 216 Establishing Rules and Regulations Relating to Employer-Employee Relations**

Ms. Burton clarified that this resolution is being amended to reflect the recent changes in the law, as recommended by Agency Counsel. Discussion ensued between the Governing Board and staff.

Upon motion by Director Caretto, seconded by Director Herrick and carried, the Governing Board approved Resolution No. R. 10-2020.

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

10.B. Addendum No. 1 to the GSA Amended and Restated MOU

Mr. Lawrence explained that the GSA adopted Addendum No. 1 at the June 16, 2020 Board Meeting and Member Agency Board concurrence and adoption is required. Addendum No. 1 allows BBARWA to seek reimbursement directly from each Member Agency and will no longer invoice the GSA for collection. Discussion ensued between the Governing Board and staff.

Upon motion by Director Caretto, seconded by Director Herrick and carried, the Governing Board approved Addendum No. 1 to the Amended and Restated MOU.

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

10.C. General Manager Employment Agreement Amendment

Mr. Lawrence presented the amendment to the Employee Agreement between the Agency and himself. Discussion ensued between the Governing Board and staff.

Upon motion by Director Herrick, seconded by Director Caretto and carried, the Governing Board approved authorizing the Governing Board Chair to execute an Employment Agreement Amendment. Mr. Lawrence's base salary will be \$16,376.27 per month (equivalent to an hourly rate of \$94.48). A 5.0% increase (2.9% COLA plus 2.1% merit) will be effective on his anniversary date of April 25, 2020. Further, the parties agreed that during the term of this Agreement, Mr. Lawrence shall be eligible for any cost of living adjustments (COLA) provided to all Agency employees; however, such wage increases shall be memorialized by written amendment to this Agreement. Mr. Lawrence's supplemental term life insurance will increase by \$100,000, for a total of \$430,000 with the premium on this additional policy of \$1,608 per year (\$134 per month) paid by the Agency. This reflects the current premium and differs from the \$1,600 annual amount stated in the reported action from closed session.

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

11. **INFORMATION/COMMITTEE REPORTS**

12. **ADJOURNMENT**

With no further business to come before the Governing Board, Vice Chair Miller adjourned the meeting at 5:36 p.m.

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

Kim Booth
Kim Booth, Administrative Assistant
Big Bear Area Regional Wastewater
Agency