

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
Regular Board Meeting
Minutes
June 27, 2018

1. Call to Order

A regular meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Wednesday, June 27, 2018 at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

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

Absent: Rick Herrick

Staff present: David Lawrence, General Manager; Jennifer McCullar, Jan Guy, Plant Manager and Kim Booth, Administrative Assistant

Others: None

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: None

4. Approval of the Agenda

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

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Absent

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

- A. Minutes of the Regular Meeting May 23, 2018 – Approved
- B. Monthly Expenses – Informational
- C. Governing Board Member Reimbursement – Approved
- D. Investment Report – Informational
- E. Operations and Connections Report – Informational
- F. Resolution No. R. 05-2018, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act (PUBLIC RESOURCES

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Absent

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 explained that he put out an RFP for on-call engineering services and received two RFP’s. He would like the board to authorize him to negotiate and execute a contract with WSC for on-call engineering services in the amount of \$10,000. Upon motion by Secretary Harris, seconded by Director Caretto and carried, the Governing Board approved the recommendation.

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Absent

- B.** Mr. Lawrence explained that over the past year the project has had many advances and the interest seems to be peaking and the opportunity for funding is increasing. At this time Mr. Lawrence recommends to appropriate \$1,000,000 for preliminary engineering and environmental work: \$870,000 for WSC initial funding Phase 1 work and \$130,000 for

Tom Dodson & Associates. Costs will be shared among GSA Member Agencies, resulting in a net cost to BBARWA of \$250,000. Further recommendation is to authorize the General Manager to enter into an agreement with and among the GSA Member Agencies that provides for the cost-sharing and reimbursement associated with the above appropriation. Upon motion by Director Caretto, seconded by Secretary Harris and carried, the Governing Board approved the recommendation.

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Absent

- C. Ms. Guy gave some background on the current three Return Activated Sludge (RAS) Pumps and the fact they will be requiring maintenance rebuild soon. The agency would like to purchase a redundant RAS pump to allow continuous process when providing maintenance activities and back-up equipment during a failure. The recommendation is to appropriate \$16,100 for the purchase of a redundant RAS Pump. Upon motion by Secretary Harris, seconded by Director Oxandaboure and carried, the Governing Board approved the recommendation.

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Absent

- D. Mr. Lawrence gave background on BBARWA joining the GSA and at the time the estimated legal cost to develop agency was estimated at \$5,000. There have been some additional expenses that have been incurred as a result of a Prop 1B grant application that provides funding for the groundwater sustainability plan. The recommendation is to appropriate \$11,758 for legal cost associated with the formation of the GSA and appropriate \$10,000 for GSA general expenses for FY 2019. Upon motion by Director Caretto, seconded by Secretary Harris and carried, the Governing Board approved the recommendation.

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Absent

- E. The Governing Board had the opportunity to review the general manager's performance and was pleased with his overall performance. Ms. McCullar recommended to authorize the Governing Board Chair to execute an Employment Agreement Amendment with the approved changes. Upon motion by Secretary Harris, seconded by Director Caretto and carried, the Governing Board approved the recommendation.

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Absent

- F. Ms. McCullar explained that the Agency approached three lenders for rates and terms on a 15-year loan. The agency chose to go with its existing lender, Compass Bank. This lowers the transition costs and simplifies the process to close. The interest rate is 3.7%. The recommendation is to approve the resolution and authorize the General Manager to execute the commitment letter with Compass Bank. Upon motion by Director Oxandaboure, seconded by Director Caretto and carried, the Governing Board approved Resolution No. R. 06-2018, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Approving a Commitment Letter from Compass Bank to Issue Tax-Exempt Obligations to Finance Certain Public Improvements and approved to authorize the General Manager to execute the commitment letter with Compass Bank.

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Absent

- G. Mr. Lawrence gave background on the service agreement between BBARWA and the GSA. It is necessary to eliminate the possibility that work completed by member agency employees for the GSA is not considered eligible and pensionable compensation of the GSA. Recommendation is to authorize the General Manager to execute the service agreement. Upon motion by Secretary Harris, seconded by Director Oxandaboure and carried, the Governing Board approved the recommendation.

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Absent

11. Information/Committee Reports

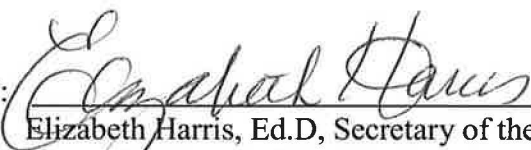
- A. General Manager updated the Governing Body on the emergency work on the Lucerne Valley Reuse Facility. He received three competitive bids and is moving forward with the project.

12. Closed Session

13. Adjournment

With no further business to come before the Governing Board, Chairman Green adjourned the meeting at 6:00 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