

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY**  
**REGULAR BOARD MEETING MINUTES**  
August 28, 2019

**1. CALL TO ORDER**

A Regular Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Chair Caretto at 5:00 p.m. on August 28, 2019, at 121 Palomino Drive, Big Bear City, California 92314.

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

None

**STAFF MEMBERS PRESENT**

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

**2. PLEDGE OF ALLEGIANCE**

Vice Chair Green

**3. PRESENTATIONS AND INTRODUCTIONS**

**4. APPROVAL OF THE AGENDA**

Upon motion made by Vice Chair Green, seconded by Secretary Oxandaboure and carried, the Governing Board approved the agenda as presented.

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

**5. CONSENT CALENDAR**

**5.A. Minutes of Regular Meeting on July 24, 2019**

**5.B. Monthly Expenses**

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

**5.D. Investment Report**

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

**5.F. Resolution No. R. 09-2019, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting the Annual Statement of Investment Policy**

**5.G. Accept as Complete – Emergency Repair at the Lucerne Valley Reuse Facility**

**5.H. Carryover Appropriations**

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

Ayes: Caretto, Green, Oxandaboure, Herrick, Miller  
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**

**9.A. Second Read and Adoption of Ordinance No. O. 01-2019, An Ordinance of the Big Bear Area Regional Wastewater Agency Superseding Ordinance No. 03-2001 Establishing a Policy for Potential Refund of Connection Fees and Replacing with Board Policy Connection Fee: Reduction or Refund**

Mr. Lawrence clarified that counsel reviewed the Ordinance, approved the removal of the word “waiver” and advised that the second read and approval may proceed. Discussion ensued between the Governing Board and staff.

Upon motion by Secretary Oxandaboure, seconded by Director Herrick and carried, the Governing Board approved to introduce Ordinance No. O. 01-2019 by title only.

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

Upon motion by Vice Chair Green, seconded by Director Herrick and carried, the Governing Board adopted Ordinance No. O. 01-2019.

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

**10. NEW BUSINESS**

**10.A. Resolution No. R. 10-2019, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting and Amending the Distribution Policy of Tickets and/or Passes to Conform with the Regulations of the Fair Political Practices Commission**

Ms. Burton presented the amended policy and Resolution regarding the distribution of tickets and/or passes to conform with Regulation 18944.1. Discussion ensued between the Governing Board and staff.

Upon motion by Director Herrick, seconded by Director Miller and carried, the Governing Board adopted Resolution No. R. 10-2019.

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

11. **CLOSED SESSION**

Entered closed session at 5:18 p.m. with one closed session item to be reviewed.

**11.A. Conference with Real Property Negotiation  
(Pursuant to Government Code Section 54956.8)  
Property: 122 Palomino Dr., Big Bear City, Ca 92314  
Agency Negotiator: David Lawrence  
Negotiating Parties: Bear Valley Electric  
Under Negotiation: Price and Terms**

Chair Caretto reconvened open session at 5:52 p.m. with no reportable action.

12. **INFORMATION/COMMITTEE REPORTS**

**12.A. Plant Manager Update on the Emergency Work for the Oxidation Ditch Splitter  
Box Gates and Splitter Box Repair Project**  
Mr. Shimmin provided an update on the project. Installation is expected to begin in  
September.

13. **ADJOURNMENT**

With no further business to come before the Governing Board, Chair Caretto adjourned the  
meeting at 5:53 p.m.

ATTEST: *Karyn Oxandabour*  
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