

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY**  
**Regular Board Meeting**  
**Minutes**  
**July 25, 2018**

**1. Call to Order**

A regular meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Wednesday, July 25, 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 and Kim Booth, Administrative Assistant

**Others:** None

**2. Pledge of Allegiance**

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

**3. Presentations and Introduction: None**

**4. Approval of the Agenda**

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

**Vote**

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Aye

- 5. Consent Calendar:** The Governing Board reviewed items on the Consent Calendar. Upon motion by Director Herrick, seconded by Vice Chairman Caretto and carried, the Governing Board approved the Consent Calendar as presented with Director Herrick abstaining from approval of the minutes:

- A. Minutes of the Regular Meeting on June 27, 2018 – Approved
- B. Monthly Expenses – Informational
- C. Governing Board Member Reimbursement – Approved
- D. Investment Report – Informational
- E. Operations and Connections Report – Informational
- F. Amendments to Joint Powers Agreement (the JPA) – Approved

**Vote**

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Aye

**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 after some employees raised some concerns with exposure to the solids in the covered drying bed it was concluded to relocate the project to the existing biosolids building. Mr. Lawrence gave the recommendation to increase borrowing for the belt press project by \$503,756 for the hopper, engineering of the footing and construction of the footing. Discussion ensued between the board and staff. Upon motion by Secretary Harris, seconded by Vice Chairman Caretto and carried the Governing Board approved the recommendation.

**Vote**

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Aye

**11. Information/Committee Reports**

- A. General Manager updated the Governing Body on the emergency work on the Lucerne Valley Reuse Facility. Contracts have been signed with Estrada's Construction for the fencing work and Bruce Frost and Co. for the additional work. Work should start down there shortly.
- B. Mr. Lawrence explained that in the past CSDA voting has been handled by the General Manager and he would like to get approval by the board to vote accordingly on behalf of the Agency. Secretary Harris asked to have a policy come before the board in the future regarding voting for these types of positions and how to handle it. The board gave approval for the General Manager to vote as he sees fit for the CSDA board.
- C. Vice Chairman Caretto gave an update from the administrative committee meeting, the committee looked at some options on OPEB benefits as well as some other employee benefits, these items will be coming to the full board at the August board meeting.

**12. Closed Session**

**13. Adjournment**

With no further business to come before the Governing Board, Chairman Green adjourned the meeting at 5:45 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