

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
REGULAR BOARD MEETING MINUTES

February 23, 2022

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 Miller at 5:01 p.m. on February 23, 2022, via Zoom.

BOARD MEMBERS PRESENT

Jim Miller, Chair
Rick Herrick, Vice-Chair (joined at 5:02 p.m.)
John Green, Director
Bynette Mote, Director
Karyn Oxandaboure, Director

BOARD MEMBERS ABSENT

None

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/Board Secretary

OTHERS

ET Russell, Big Bear Lake Newsroom
Frank Forbes, County of San Bernadino Representative
Mary Reeves, General Manager, Big Bear City Community Services District
(joined at 5:03 p.m.)
Larry Walsh, Board President, Big Bear City Community Services District
(joined at 5:05 p.m.)
Shauna Pomerleau (joined at 5:17 p.m.)

2. PLEDGE OF ALLEGIANCE

Dispensed

3. APPROVAL OF THE AGENDA

Upon motion by Director Green, seconded by Director Oxandaboure and carried, the Governing Board approved the agenda as presented.

Ayes: Green, Herrick, Mote, Oxandaboure, Miller

Noes: None

Absent: None

Abstain: None

4. PUBLIC FORUM

No comments

5. PRESENTATIONS AND INTRODUCTIONS

None

6. INFORMATION/COMMITTEE REPORTS

6.A. General Manager's Report

The General Manager provided information regarding the meeting with San Bernardino County CEO Leonard Hernandez to discuss the Replenish Big Bear Benefits and Beneficiaries Memorandum of Understanding. The Replenish Big Bear permit application will be submitted on February 28, 2022. Discussion ensued between the Governing Board and staff.

6.B. Administrative Committee Update

The Administrative Committee met on February 9, 2022. Committee members reviewed the Compensation Study, agreed with staff's proposal, and recommended the study be presented to the Governing Board (Item 10.B.).

7. CONSENT CALENDAR

7.A. Approval of the Meeting Minutes from the January 26, 2022 Regular Meeting

7.B. Monthly Disbursements Report for January

7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for January

7.D. AB 361 Open Meetings: State and Local Agencies: Teleconferences

7.E. Second Quarter Report, Three Months Ended December 31, 2021

Upon motion by Vice-Chair Herrick, seconded by Director Mote and carried, the Governing Board approved the Consent Calendar as presented.

Ayes: Green, Herrick, Mote, Oxandaboure, Miller

Noes: None

Absent: None

Abstain: None

8. ITEMS REMOVED FROM THE CONSENT CALENDAR

None

9. OLD BUSINESS

None

10. NEW BUSINESS

- 10.A.** Resolution No. R. 01-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Approving the Agency's Proposal for the United States Department of the Interior Bureau of Reclamation's WaterSMART: Title XVI WIIN Water Reclamation and Reuse Project Grant Application for the Replenish Big Bear Project and Designating an Authorized Representative

The General Manager discussed grant requirements and development of the grant request. The Replenish Big Bear Project has received approximately \$7.7 million dollars in grants thus far. Discussion ensued between the Governing Board and staff.

Upon motion by Director Green, seconded by Chair Miller and carried, the Governing Board adopted Resolution No. R. 01-2022.

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

- 10.B.** Compensation Study Update December 2021; Pay Schedule

The Human Resources Coordinator presented the Compensation Study Update December 2021, explaining the process and policy. Discussion ensued between Governing Board and staff.

Upon motion by Chair Miller, seconded by Director Mote and carried, the Governing Board approved the publicly available Pay Schedule effective February 26, 2022.

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

- 10.C.** Resolution No. R. 02-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Expressing Appreciation to Karyn Oxandaboure for Dedicated Service as a Member of Said Governing Board

Governing Board members and staff expressed their appreciation for Director Oxandaboure and wished her well in retirement.

Upon motion by Director Green, seconded by Vice-Chair Herrick and carried, the Governing Board approved to execute Resolution No. R. 02-2022.

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

10.D. Governing Board Reorganization

Chair Miller nominated Vice-Chair Herrick for the position of Chair.

Upon motion by Chair Miller, seconded by Director Green and carried, the Governing Board appointed Vice-Chair Herrick to the position of Chair for the period of one-year.

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

Chair Miller nominated Director Green for the position of Vice-Chair.

Upon motion by Chair Miller, seconded by Vice-Chair Herrick and carried, the Governing Board appointed Director Green to the position of Vice-Chair for the period of one-year.

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

10.E. Interim Appointment of Governing Board Member to the Finance Committee

Chair Miller expressed interest in serving on the Finance Committee.

Upon motion by Vice-Chair Herrick, seconded by Director Oxandaboure and carried, the Governing Board appointed Chair Miller to serve as the interim member of the Finance Committee.

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

11. **COMMENTS AND ANNOUNCEMENTS**

11.A. General Manager Comments

None

11.B. Governing Board Comments

None

12. **ADJOURNMENT**

With no further business to come before the Governing Board, Chair Miller adjourned the meeting at 6:07 p.m.

ATTEST: Bridgette Burton
Bridgette Burton, Secretary to the Governing Board
Big Bear Area Regional Wastewater Agency