

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY**

**Special Board Meeting**

**Minutes**

**September 26, 2018**

**John Green**

**Via Teleconference**

**South Point Hotel**

**9777 Las Vegas Blvd. South #2077**

**Las Vegas, NV 89183**

**1. Call to Order**

A special meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Wednesday, September 26, 2018 at 6:30 p.m. at 121 Palomino Drive, Big Bear City, California.

**Governing Board Members present:** David Caretto, Liz Harris, Rick Herrick and Karyn Oxandaboure and John Green over the phone.

**Absent:** None

**Staff present:** David Lawrence, General Manager; Jennifer McCullar, Finance Manager; Jan Guy, Plant Manager; Sonja Kawa, Human Resource Coordinator/Accounting Technician and Kim Booth, Administrative Assistant

**Others:** None

**2. Pledge of Allegiance**

Vice Chairman Caretto called the meeting to order at 6:30 p.m. with Secretary Harris leading the Pledge of Allegiance.

**3. Presentations and Introduction: None**

**4. Approval of the Agenda**

Upon motion by Director Herrick, seconded by Director Oxandaboure 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 Secretary Harris, seconded by Director Herrick and carried, the Governing Board approved the Consent Calendar as presented:

- A. Minutes of the Special Meeting on August 20, 2018 and Minutes of the Regular Meeting on August 22, 2018 – Approved
- B. Monthly Expenses – Informational
- C. Governing Board Member Reimbursement – Approved
- D. Investment Report – Informational
- E. Operations Report – Informational
- F. Carry Over Appropriation – Approved
- G. Resolution No. R. 10-2018, A Resolution of Intention to Approve an Amendment to Contract Between the Board of Administration, California Public Employees’ Retirement System and the Board of Directors, Big Bear Area Regional Wastewater Agency – Approved
- H. Administrative Leave – Approved
- I. Debt Policy Amendment – 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 gave some background on the recommendation regarding allocating additional funds to replace the splitter gates. At this time staff is recommending appropriate \$46,250 for the splitter gate and authorize the General Manager to negotiate and execute the contracts for the replacement. Discussion ensued between board and

staff. Upon motion by Secretary Harris, seconded by Director Herrick and carried, the Governing Board approved the staff recommendation.

**Vote**

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Aye

- B. Mr. Lawrence gave some background on replacing the oxidation ditch paddle and adjusting the rotor. At this time staff recommends to appropriate \$79,548 for the replacement of the oxidation ditch paddles and \$24,000 for the rotor adjustment and authorize the General Manager to negotiate and execute the contracts for the replacement of the oxidation ditch paddles and rotor adjustment. Discussion ensued between board and staff. Upon motion by Director Herrick, seconded by Director Oxandaboure and carried, the Governing Board approved to move forward with the staff recommendation.

**Vote**

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Aye

- C. Mr. Lawrence explained that the standby generator connections for the lift stations is already in the budget to be replaced. At this time staff recommends appropriating an additional \$25,050 for the standby generator connections. Discussion ensued between board and staff. Upon motion by Chairman Green, seconded by Secretary Harris and carried, the Governing Board approved the staff recommendation.

**Vote**

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Aye


**11. Information/Committee Reports**

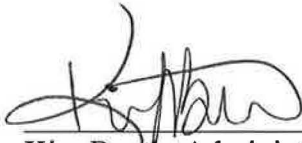
- A. Mr. Lawrence gave an update on the emergency work on the Lucerne Valley Reuse Facility. The project should be completed in the next week. By the October board meeting Mr. Lawrence should bring the execution of completion to the board.
- B. Vice Chairman Caretto gave an update on the Administrative Committee Meeting that was held on September 26, 2018 and would like to bring something to the full board at the October board meeting.

**12. Adjournment**

With no further business to come before the Governing Board, Vice Chairman Caretto adjourned the meeting 6:45 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