

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
Regular Board Meeting
Minutes
March 27, 2019

1. Call to Order

A Regular Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Wednesday, March 27, 2019, at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

Governing Board Members present: David Caretto, John Green, Karyn Oxandaboure, Rick Herrick, and Jim Miller.

Absent: None

Staff present: David Lawrence, General Manager; Jennifer McCullar, Finance Manager; Bridgette Burton, Management Analyst; Troy Bemisdarfer, Interim Plant Manager; Chris Santillan, Interim Plant Maintenance Supervisor; Ryan Connelly, Plant Operator; and Kim Booth, Administrative Assistant.

Others: None

2. Pledge of Allegiance

Chair Caretto called the meeting to order at 5:00 p.m. with Secretary Oxandaboure leading the Pledge of Allegiance. Chair Caretto welcomed Director Miller to the Board.

3. Presentations and Introduction: None

4. Approval of the Agenda

Chair Caretto advised there is a "late-breaking" item where there is a need to take immediate action and that the need for action came to the attention of the Agency after the agenda was posted.

Closed Session

Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant Government Code section 54959.9(d)(2):
1 case.

Upon motion by Director Herrick, seconded by Secretary Oxandaboure and carried, the Agenda was approved as presented with the "late-breaking" item.

Aye: Caretto, Green, Oxandaboure, Herrick, Miller
Nay: None
Absent: None
Abstain: None

5. **Consent Calendar**: The Governing Board reviewed items on the Consent Calendar. Upon motion by Director Miller, seconded by Director Herrick and carried, the Governing Board approved the Consent Calendar as presented with Vice Chair Green and Director Miller abstaining from the minutes of Budget Workshop/Special Meeting on March 6, 2019:

- A. Minutes of Budget Workshop/Special Meeting on March 6, 2019 – Approved
- B. Monthly Expenses – Informational
- C. Governing Board Member Reimbursement – Approved
- D. Investment Report – Informational
- E. Operations and Connections Report – Informational
- F. Second Quarter Report, Six Months Ended December 31, 2018 – Informational
- G. Governing Board Member Handbook – Approved
- H. Acting in Higher Classification – Approved

Aye: Caretto, Green, Oxandaboure, Herrick, Miller
Nay: None
Absent: None
Abstain: None

6. **Items Removed from the Consent Calendar**: None

7. **Public Forum Response**: None

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 an 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 Chair, 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 the 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. Chair Caretto opened the public hearing at 5:05 p.m. The public hearing closed at 5:06 p.m. Upon motion by Director Herrick, seconded by Secretary Oxandaboure and carried, the Governing Board approved Resolution No. R.02-2019, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting the Operating and Capital Budget for Fiscal Year 2020, Approving Budgeted Projects and Finding Approval of the Budget and Budgeted Projects Exempt from Review Under the California Environmental Quality Act.

Aye: Caretto, Green, Oxandaboure, Herrick, Miller
Nay: None
Absent: None
Abstain: None

- B. Chair Caretto discussed permanent advisory committee assignments. Currently Chair Caretto and Vice Chair Green reside on the Administrative Committee, Secretary Oxandaboure and Director Herrick reside on the Finance Committee, and Director Herrick resides on the Operations Committee. Chair Caretto suggested the committees remain the same with the additional nomination of Director Miller to the Operations Committee. Upon motion by Vice Chair Green, seconded by Director Miller and carried, the Governing Board approved the committees as assigned.

Aye: Caretto, Green, Oxandaboure, Herrick, Miller
Nay: None
Absent: None
Abstain: None

11. Information/Committee Reports

- A. Mr. Lawrence updated the Governing Board on the emergency work at the Lucerne Valley Reuse Facility and advised the project completion is expected next week.

12. Closed Session

Entered closed session at 5:09 p.m., with one closed session item to be reviewed.

- A. Conference with Legal Counsel – Anticipated Litigation
Significant exposure to litigation pursuant Government Code section 54959.9(d)(2):
1 case.

Chair Caretto reconvened open session at 5:31 p.m., with no reportable action.

13. Adjournment

With no further business to come before the Governing Board, Chair Caretto adjourned the meeting at 5:32 p.m.

ATTEST: *Karyn Oxandaboure*
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