

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
REGULAR BOARD MEETING MINUTES
October 27, 2021

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 5:03 p.m. on October 27, 2021, at 121 Palomino Drive, Big Bear City, California. Members of the public attended via Zoom.

BOARD MEMBERS PRESENT

Jim Miller, Chair
Rick Herrick, Vice-Chair (arrived 5:08 p.m.)
John Green, Director (via Zoom)
Bynette Mote, Director
Karyn Oxandaboure, Director (via Zoom)

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 (via Zoom)
Bridgette Burton, Management Analyst

OTHERS

Brad Welebir, Partner, Rogers, Anderson, Malody & Scott, LLP (via Zoom)
Mary Reeves, General Manager, Big Bear City Community Services District (via Zoom)
Patrice Duncan (via Zoom)
Frank Forbes (via Zoom)

2. PLEDGE OF ALLEGIANCE

Director Mote

3. APPROVAL OF THE AGENDA

Upon motion by Director Mote, seconded by Chair Miller and carried, the Governing Board approved the agenda as presented.

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

4. PUBLIC FORUM

No comments

5. PRESENTATIONS AND INTRODUCTIONS

5.A. Audit Report for the Fiscal Year Ended June 30, 2021

The Finance Manager introduced Rogers, Anderson, Malody & Scott, LLP Partner Brad Welebir. Mr. Welebir advised the Agency received an unmodified audit opinion, which is the highest level of assurance that auditors can provide over financial statements. Mr. Welebir described the audit process, required communications, and effective and upcoming relevant pronouncements including GASB 87, 89, and 95.

The Finance Manager clarified there are no recognized liabilities associated with being part of the Replenish Big Bear Project at this point, only non-operating expenses that are coming from the Agency. For the past three years, there has been an audit of this line-item to ensure BBARWA's net share is being appropriately reflected. Discussion ensued between the Governing Board and staff.

6. INFORMATION/COMMITTEE REPORTS

6.A. General Manager's Report

The General Manager discussed the Headworks Grit System Rehabilitation Project being out for re-bid and various media outlets that have contacted the Agency regarding the Replenish Big Bear Project. The Governing Board requested the General Manager notify the Governing Board when media segments are aired, or articles published.

The Governing Board thanked the General Manager for the presentation to the City of Big Bear Lake. They have received positive feedback regarding the Replenish Big Bear Project. Discussion ensued between the Governing Board and staff.

7. CONSENT CALENDAR

7.A. Approval of the Meeting Minutes from the September 22, 2021 Regular Meeting

7.B. Monthly Disbursements Report for September

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

7.D. Asset Disposal – Ion Analyzer

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. Annual Report, Twelve Months Ended June 30, 2021

The Finance Manager presented the annual report, which reports actual performance compared to the budget. Discussion ensued between the Governing Board and staff. This item was informational only.

10.B. Resolution No. R. 10-2021, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Authorizing Virtual Governing Board and Committee Meetings Pursuant to AB 361

The General Manager explained the purpose of AB 361. The Governing Board requested a different room layout for meetings if hybrid meetings continue. Discussion ensued between the Governing Board and staff.

Upon motion by Vice-Chair Herrick, seconded by Director Mote and carried, the Governing Board approved Resolution No. R. 10-2021.

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

11. CLOSED SESSION

The Governing Board entered closed session at 6:09 p.m. with one closed item session to be reviewed.

11.A. Public Employee Performance Evaluation
Pursuant to Government Code Section 54957(b)(1)
Title: General Manager

Chair Miller reconvened open session at 6:40 p.m. with the following reportable action: the General Manager's salary will increase by 5%, effective October 1, 2021.

12. COMMENTS AND ANNOUNCEMENTS

12.A. General Manager Comments
None

12.B. Governing Board Member Comments
None

13. ADJOURNMENT

With no further business to come before the Governing Board, Chair Miller adjourned the meeting at 6:41 p.m.

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