

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY**

**REGULAR BOARD MEETING MINUTES**

October 26, 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 Herrick at 5:00 p.m. on October 26, 2022 at 121 Palomino Drive, Big Bear City, California.

**BOARD MEMBERS PRESENT**

Rick Herrick, Chair  
Jim Miller, Director  
Bynette Mote, Director  
Larry Walsh, Director

**BOARD MEMBERS ABSENT**

John Green, Vice-Chair

**STAFF MEMBERS PRESENT**

David Lawrence, General Manager  
Christine Bennett, Finance Manager  
Jennifer McCullar, Finance Manager  
John Shimmin, Plant Manager  
Bridgette Burton, Management Analyst/Board Secretary

**OTHERS**

Brad Welebir, Rogers, Anderson, Malody & Scott, LLP

**Members of the public who signed in: None**

**2. PLEDGE OF ALLEGIANCE**

Director Walsh

**3. APPROVAL OF THE AGENDA**

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

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

**4. PUBLIC FORUM**

Amie Kinne expressed support for the Replenish Big Bear Project and encouraged the Agency and Governing Board to get the public involved. Ms. Kinne complimented the Agency's social media engagement.

**5. PRESENTATIONS AND INTRODUCTIONS**

**5.A. Audit Report for the Fiscal Year Ended June 30, 2022**

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.

The Governing Board requested clarification on demographic data and expressed appreciation to the Finance Manager for a successful audit.

**6. INFORMATION/COMMITTEE REPORTS**

**6.A. General Manager's Report**

The General Manager highlighted that the Agency was selected to submit an application for the Water Infrastructure Finance and Innovation Act loan and notified the Governing Board of upcoming Replenish Big Bear short-term financing for their consideration in December.

**7. CONSENT CALENDAR**

**7.A. Approval of the Meeting Minutes from the September 28, 2022 Regular Meeting**

**7.B. Monthly Disbursements Report for September**

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

Upon motion by Director Walsh, seconded by Director Miller and carried, the Governing Board approved the Consent Calendar as presented.

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

**8. ITEMS REMOVED FROM THE CONSENT CALENDAR**

None

**9. OLD BUSINESS**

**9.A. Wastewater-Based Surveillance for Viruses and Other Infectious Diseases**

The General Manager summarized the policy.

The Governing Board requested additional information about testing human genetic data, the opt-in/opt-out process, and who the responsible party is for

testing results and if the results were subject to a public records request. There was further discussion of the Valley's transient population effect on testing results.

Upon motion by Chair Herrick, seconded by Director Walsh and carried, the Governing Board approved the Wastewater-Based Surveillance for Viruses and Other Infectious Diseases policy, confirmed the General Manager will manage and comply with state or federal wastewater-based surveillance orders, and directed the General Manager to bring any other request for wastewater-based surveillance for viruses and other infectious diseases to the Governing Board for consideration.

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

**10. NEW BUSINESS**

**10.A. Annual Report for the Fiscal Year Ended June 30, 2022**

The Finance Manager presented the Annual Report for the Fiscal Year Ended June 30, 2022. Highlights from the presentation included performance compared to the actual budget, items impacting financial performance and cash flow, changes to the budget, and a historical review of financial performance.

The Governing Board requested additional information on the GASB adjustment, EDU's vs. connections, location of the increased connections, increase of sludge tons, and OPEB percentages. The Governing Board expressed concern for the oxidation ditch repair and supply chain delays for the dump truck replacement purchase.

This report was informational only.

**10.B. Exemption from Competitive Procurement for the Replenish Big Bear Pilot Facility**

The General Manager explained the need for an exemption from the competitive procurement process for the Replenish Big Bear pilot facility. The facility may be reimbursable by grants.

The Governing Board inquired if the allocated budget would be sufficient for the proposed testing methods and if the pilot facility would be on site. Further discussion included previous reclaimed water permitting and the availability of reclaimed water for irrigation in the future.

Upon motion by Director Miller, seconded by Director Walsh and carried, the Governing Board approved and confirmed the Agency is exempt from competitive procurement for the Replenish Big Bear pilot facility.

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

**10.C. Adjourn the November 23rd and December 28th 2022 Regular Board Meetings and Schedule a Special Meeting**

The Board Secretary requested to adjourn the November 23<sup>rd</sup> and December 28<sup>th</sup> 2022 Governing Board meetings to the second week of December to allow additional time for the short-term financing documents for Replenish Big Bear.

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board adjourned the November 23<sup>rd</sup> and December 28<sup>th</sup> regular meetings to a special meeting on Tuesday, December 13, 2022 at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

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

**11. COMMENTS AND ANNOUNCEMENTS**

**11.A. General Manager Comments**

The General Manager welcomed the new Finance Manager Christine Bennett.

**11.B. Governing Board Member Comments**

The Governing Board also welcomed the new Finance Manager Christine Bennett to the Agency and discussed the importance of reclaimed water and the upcoming election.

**12. ADJOURNMENT**

With no further business to come before the Governing Board, Chair Herrick adjourned the meeting at 6:35 p.m.

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