

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY**

Regular Board Meeting Minutes

April 24, 2019

**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 Caretto at 5:00 p.m. on April 24, 2019, at 121 Palomino Drive, Big Bear City, California.

**BOARD MEMBERS PRESENT**

David Caretto, Chair  
John Green, Vice Chair  
Karyn Oxandaboure, Secretary  
Rick Herrick, Director  
Jim Miller, Director

**BOARD MEMBERS ABSENT**

None

**STAFF MEMBERS PRESENT**

David Lawrence, General Manager  
Jennifer McCullar, Finance Manager  
Bridgette Burton, Management Analyst  
Troy Bemisdarfer, Interim Plant Manager  
Ryan Connelly, Plant Operator  
Kim Booth, Administrative Assistant

**2. PLEDGE OF ALLEGIANCE**

Jim Miller, Director

**3. PRESENTATIONS AND INTRODUCTIONS**

**3.A. New Website Presentation**

Ms. Burton presented the new Agency website which will go live on May 1, 2019.

**4. APPROVAL OF THE AGENDA**

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

Ayes: Caretto, Green, Oxandaboure, Herrick, Miller

Noes: None

Absent: None

Abstain: None

**5. CONSENT CALENDAR**

**5.A. Minutes of the Regular Board Meeting on March 27, 2019**

**5.B. Monthly Expenses**

**5.C. Governing Board Member Reimbursement**

**5.D. Investment Report**

**5.E. Operations and Connections Report**

Upon motion by Vice Chair Green, seconded by Director Herrick and carried, the Governing Board approved the Consent Calendar as presented with a correction to the minutes.

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

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

None

**7. PUBLIC FORUM RESPONSE**

None

**8. PUBLIC FORUM**

No comments

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

**10.A. Public Hearing: Resolution No. R. 03-2019, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Establishing the Sewer User Charge and Taking Certain Other Actions Related Thereto**

Ms. McCullar explained the purpose of the sewer user charge and reasons for the 3.2% increase. The Governing Board opened the public hearing at 5:14 p.m. and closed the public hearing at 5:15 p.m. due to no public comments.

Upon motion by Director Herrick, seconded by Vice Chair Green and carried, the Governing Board adopted Resolution No. R. 03-2019.

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

**10.B. Resolution No. R. 04-2019, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Clarifying the Fiscal Year 2020 Sewer Standby or Immediate Availability Charges**

Ms. McCullar explained the need for the sewer standby fee clarification. Discussion ensued between the Governing Board and staff.

Upon motion by Secretary Oxandaboure, seconded by Director Herrick and carried, the Governing Board adopted Resolution No. R. 04-2019.

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

**10.C. Public Hearing: Resolution No. R. 05-2019, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency to Increase the Current Fee Schedule for the Disposal of Waste Delivered to the Regional Treatment Plant**

Ms. McCullar explained the reason for the 3.2% fee increase which reflects the same increase as the sewer user charge. The Governing Board opened the public hearing at 5:19 p.m. and closed the public hearing at 5:20 p.m. due to no public comments.

Upon motion by Vice Chair Green, seconded by Director Herrick and carried, the Governing Board adopted Resolution No. R. 05-2019.

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

**10.D. Sewer System Management Plan Update**

Mr. Lawrence shared the importance of updating the Sewer System Management Plan and provided details regarding the evaluation of the existing plan and cost estimate by Water Systems Consulting, Inc. Discussion ensued between the Governing Board and staff.

Upon motion by Director Herrick, seconded by Vice Chair Green and carried, the Governing Board approved the appropriation of \$41,000 from the Operations Contingency Fund for the Sewer System Management Plan Update.

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

**11. INFORMATION/COMMITTEE REPORTS**

**11.A. General Manager Update on the Emergency Work at the Lucerne Valley Reuse Facility**

Mr. Lawrence provided an update on the project and explained the ongoing issues with the vault lid. The project will be complete once the vault lid is installed.

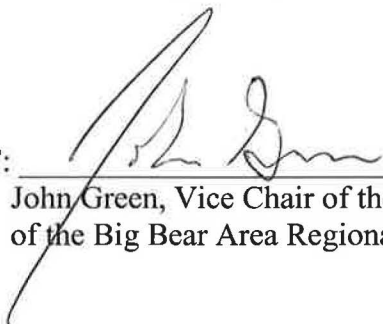
**11.B. City of Big Bear Lake I & I**

Director Herrick provided information about inflow and infiltration (I & I) from the City of Big Bear Lake. An investigation is being conducted in key areas as well as research to identify solutions. Discussion ensued between the Governing Board and staff.

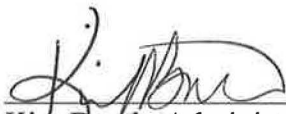
**12. ADJOURNMENT**

With no further business to come before the Governing Board, Chair Caretto adjourned the meeting at 5:31 p.m.

ATTEST:



John Green, Vice Chair of the Governing Board  
of the Big Bear Area Regional Wastewater Agency



Kim Booth, Administrative Assistant  
Big Bear Area Regional Wastewater Agency