

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
Regular Board Meeting
Minutes
August 22, 2018

1. Call to Order

A regular meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Wednesday, August 22, 2018 at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

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

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: Mrunal Shah, Best, Best & Krieger

2. Pledge of Allegiance

Chairman Green called the meeting to order at 5:00 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 Vice Chairman Caretto and carried, the Agenda was approved as presented.

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Aye

5. Closed Session

A. Entered closed session at 5:02 p.m., returned to open session at 5:59 p.m. with no reportable action.

6. Consent Calendar: The Governing Board reviewed items on the Consent Calendar. Upon motion by Vice Chairman Caretto, seconded by Director Herrick and carried, the Governing Board approved the Consent Calendar as presented:

A. Minutes of the Special Meeting on July 17, 2018 and Regular Meeting on July 25, 2018 – Approved

- B. Monthly Expenses – Informational
- C. Governing Board Member Reimbursement – Approved
- D. Investment Report – Informational
- E. Operations and Connections Report – Informational
- F. Resolution No. R. 08 – 2018, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting the Annual Statement of Investment Policy – Approved
- G. Resolution No. R. 09 – 2018, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting an Amended Conflict of Interest Code Pursuant to the Political Reform Act of 1974 – Approved

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Aye

7. Items Removed From the Consent Calendar: None

8. Public Forum Response:

9. **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.”

10. Old Business:

A. Ms. McCullar introduced Ms. Shah who explained why BBARWA needs a Resolution for the borrowing on this loan. Discussion ensued between board and staff. Upon motion by Vice Chairman Caretto, seconded by Director Herrick and carried, the Governing Board approved Resolution No. R. 07 – 2018, a Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Authorizing Execution and Delivery by the Agency of an Installment Purchase Agreement to Finance the Project and Approving Certain Other Actions in Connection Thereto.

Vote

Green	Aye
Caretto	Aye
Harris	Aye
Oxandaboure	Aye
Herrick	Aye

11. New Business

- A. Ms. McCullar gave a presentation on post-employment benefits and explained that a resolution with CalPERS, a review of the Agency's Section 125, and new Health Reimbursement Agreement related to each affected Tier will go before the board at a future board meeting. Staff recommended the change in OPEB benefits for new hires to Option 2 and direct staff to proceed with the implementation process. 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. Ms. McCullar explained that this item was brought before the administrative committee before going to the full board. The Agency is currently at a level 3 for the 1959 Survivor Benefit and would like to go to a level 4. There will be no additional cost to the Agency this year and the cost could remain at no cost or minimal based upon current data and assumption for the next five years. Recommendation is to authorize staff to initiate the contract amendment process with CalPERS to provide Level 4 1959 Survivor Benefits. Upon motion by Vice Chairman Caretto, 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 at this time the agency is need of two new positions, Plant Superintendent and Management Analyst. Mr. Lawrence is asking for the board to approve the organizational chart, job descriptions for the Plant Superintendent and Management Analyst, pay schedule, and authorize recruitment of the Plant Superintendent and the Management Analyst. Upon motion by Director Herrick, seconded by Vice Chairman Caretto and carried, the Governing Board approved the staff recommendation.

Vote

Green Aye
Caretto Aye
Harris Aye
Oxandaboure Aye
Herrick Aye

- D. Mr. Lawrence explained due to some scheduling conflicts he would like to reschedule the September board meeting. A recommendation from staff is to adjourn the regular meeting on September 26, 2018 at 5:00 p.m. to a special meeting at 6:30 p.m. on September 26, 2018. Upon motion by Vice Chairman Caretto, seconded by Director Oxandaboure and carried, the Governing Board approved the recommendation.

Vote

Green Aye
Caretto Aye
Harris Aye
Oxandaboure Aye
Herrick Aye

12. Information/Committee Reports

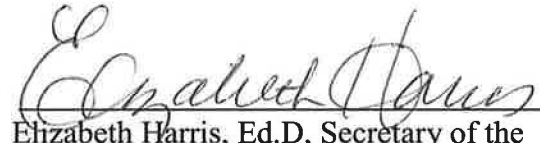
- A. Mr. Lawrence gave an update on the emergency work on the Lucerne Valley Reuse Facility.
B. Chairman Green gave an update on the Administrative Committee Meeting that was held on August 14, 2018.


13. Closed Session

14. Adjournment

With no further business to come before the Governing Board, Chairman Green adjourned the meeting 6:42 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