

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
SPECIAL BOARD MEETING MINUTES
February 26, 2020

1. CALL TO ORDER

A Special 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 February 26, 2020, at 121 Palomino Drive, Big Bear City, California 92314.

Chair Caretto explained that due to a lack of a quorum at the January 25, 2020 Regular Board Meeting, the agenda items need to be reaffirmed. According to the Brown Act §54953 (b) (3), during the teleconference, at least a quorum of the members of the legislative body shall participate from a location within the boundaries of the territory over which the local agency exercises jurisdiction. During the meeting, two board members were present at the meeting location and one board member participated via teleconference outside the jurisdiction.

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
John Shimmin, Plant Manager
Sonja Kawa, HR Coordinator/Accounting Tech.
Bridgette Burton, Management Analyst
Ryan Connelly, Plant Operator
Kim Booth, Administrative Assistant

OTHERS

Bynette Mote, City of Big Bear Lake

2. PLEDGE OF ALLEGIANCE

Vice Chair Green

3. PRESENTATIONS AND INTRODUCTIONS

None

4. APPROVAL OF THE AGENDA

Upon motion made by Vice Chair Green, seconded by Director Herrick 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 Special Meeting on December 4, 2019

5.B. Monthly Expenses

5.C. Governing Board Member Reimbursement

5.D. Investment Report

5.E. Operations and Connections Report

5.F. 125 N. Eagle Dr. Connection Fee Refund Request

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

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. Board Policy Adoption: Use of Private Electronic Systems and Devices to Conduct Agency Related Business

Ms. Burton presented the Board Policy regarding the use of private electronic systems and devices to conduct Agency related business. Discussion ensued between the Governing Board and staff.

Upon motion by Vice Chair Green, seconded by Secretary Oxandaboure and carried, the Governing Board adopted Board Policy: Use of Private Electronic Systems and Devices to Conduct Agency Related Business.

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

10.B. Resolution No. R. 01-2020, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Making Emergency Findings and Authorizing and Ratifying the Emergency Contract for the Bar Screen Replacement Project; Reallocate \$53,444 in the Capital Budget

Mr. Lawrence explained the bar screen emergency findings and the Resolution requirement of a 4/5 vote. Discussion ensued between the Governing Board and staff.

Upon motion by Director Herrick, seconded by Director Miller and carried, the Governing Board approved Resolution No. R. 01-2020, reallocated \$53,444 from the Headworks Structure project to the Bar Screen Replacement project in the Capital Budget, and authorized the General Manager to take any other actions necessary to remediate the damaged bar screen at the wastewater treatment plant.

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

10.C. Reallocate \$65,075 in the Capital Budget

Mr. Lawrence explained that during the disassembly process of the Waukesha generator, Energy Link determined additional parts would need replacement resulting in a \$66,900 increase in cost. Discussion ensued between the Governing Board and staff.

Upon motion by Director Herrick, seconded by Director Miller and carried, the Governing Board approved to reallocate \$65,075 from the Fire Alarm System to the Waukesha Overhaul project in the capital budget.

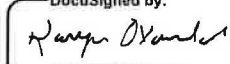
Ayes: Caretto, Green, Oxandaboure, Herrick, Miller
Noes: None
Absent: None
Abstain: None


11. INFORMATION/COMMITTEE REPORTS

None

12. ADJOURNMENT

With no further business to come before the Governing Board, Chair Caretto adjourned the meeting at 5:26 p.m.

DocuSigned by:

ATTEST: _____
D865FEB35F894ED
Karyn Oxandaboure, Secretary of the Governing
Board of the Big Bear Area Regional Wastewater
Agency



Kim Booth, Administrative Assistant
Big Bear Area Regional Wastewater
Agency