

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY
REGULAR BOARD MEETING MINUTES**

February 22, 2023

1. CALL TO ORDER

A Regular Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Vice-Chair Green at 5:00 p.m. on February 22, 2023 at 121 Palomino Drive, Big Bear City, California.

BOARD MEMBERS PRESENT

John Green, Vice-Chair
Jim Miller, Director
Bynette Mote, Director
Larry Walsh, Director

BOARD MEMBERS ABSENT

Rick Herrick, Chair

STAFF MEMBERS PRESENT

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

OTHERS

Shawn Koorn, Associate Vice-President, HDR Engineering, Inc.

Members of the public who signed in included:
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: Green, Miller, Mote, Walsh
Noes: None
Absent: Herrick
Abstain: None

4. PUBLIC FORUM

No comments

5. PRESENTATIONS AND INTRODUCTIONS

5.A. Rate Study Presentation

Shawn Koorn, Associate Vice-President at HDR Engineering, Inc. presented the rate study. The Governing Board clarified the Agency base rate plus the Replenish

Big Bear rate, discussed contributions from local agencies and its effect on the Replenish Big Bear rate, requested the monthly rate for the Agency's base rate plus Replenish Big Bear and information about the reduced construction costs of \$71 million, and estimated inflation after fiscal year 2028. Rates will be brought before the Governing Board in March or April for Governing Board consideration. Discussion ensued between the Governing Board and staff.

Michael Perry clarified grants were not included in the Replenish Big Bear rate – no contributions line, and contributions only included those from local agencies. Mr. Perry commented that a \$5.38 per month difference between contributions and no contributions is not a project killer and this is way too important for \$5.00 a month to get in the way. Mr. Perry requested the Agency to keep the public informed.

6. INFORMATION/COMMITTEE REPORTS

6.A. General Manager's Report

The General Manager explained the first piece of equipment for the pilot study has arrived. A Governing Board tour will be scheduled once all the equipment is on-site and running. Discussion included the 62% of flow from the City of Big Bear Lake, treatment requirements from the Regional Board, pilot study processes and equipment, the Build America Buy America waiver, and the contingency plan if IDE's brine minimization process does not meet the minimum requirements. The Governing Board made recommendations to the Replenish Big Bear public outreach strategy.

The Governing Board requested the Bear Valley Basin Groundwater Sustainability Agency (BVBGSA) meeting information be added to the Information/Committee Report section of the agenda. The General Manager highlighted the BVBGSA budget adoption, annual report, and reorganization of the Board of Directors.

Michael Perry asked if the Lucerne Valley ponds would be able to be utilized for drying out the Replenish Big Bear brine. The General Manager expressed concern over sending brine to Lucerne Valley due to its caustic nature and concluded that the brine would not meet the current permit requirements.

6.B. Administrative Committee

Vice-Chair Green advised the Governing Board that the items discussed during the Administrative Committee were placed on the agenda for this meeting.

7. CONSENT CALENDAR

7.A. Approval of the Meeting Minutes from the January 25, 2023 Regular Meeting

- 7.B. Monthly Disbursements Report for January
- 7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for January
- 7.D. Second Quarter Report, Six Months Ended December 31, 2022

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

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

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

None

9. **OLD BUSINESS**

None

10. **NEW BUSINESS**

10.A. Multi-Year Contract Approval for an On-Call Electrical Services Contractor for Wastewater Treatment Facilities

The General Manager explained the procurement process for the on-call electrical services. The Governing Board inquired about the contractor's emergency response capabilities, experience and prioritization with the Agency, responses from local contractors, and contingency plans if the contractor is unable to respond. Discussion ensued between the Governing Board and staff.

Upon motion by Director Walsh, seconded by Director Mote and carried, the Governing Board authorized the General Manager to renew the contract annually at his discretion for no more than two additional one-year terms.

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

10.B. Compensation Study 2022; Pay Schedule

The General Manager presented background information, survey agencies, comparable matches per classification, study methods, policy requirements, and the current Compensation Study results. The Governing Board clarified that once an

operator becomes a Grade I, the pay schedule would remain as an Operator-in-Training pay schedule until the operator passes the Grade II certification. The Governing Board questioned the market check references in the agenda report attachment.

Upon motion by Director Mote, seconded by Director Miller and carried, the Governing Board adjusted the Plant Operator-in-Training pay schedule by 10% and froze the Human Resources Coordinator/Accounting Technician and Operations Administrative/Laboratory Assistant pay schedule with no COLA adjustment to the pay range until after the next study or other determination by the Governing Board.

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

10.C. Governing Board Reorganization

The Governing Board reviewed the options for the appointment of Chair and Vice-Chair. Discussion ensued between the Governing Board.

Upon motion by Director Mote, seconded by Director Miller and carried, the Governing Board appointed Vice-Chair Green to the position of Chair.

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

Upon motion by Director Mote, seconded by Vice-Chair Green and carried, the Governing Board appointed Director Miller to the position of Vice-Chair.

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

11. COMMENTS AND ANNOUNCEMENTS

11.A. General Manager Comments

The General Manager suggested placing an item on the next agenda for the Governing Board to consider changing the date and time of regular meetings.

11.B. Governing Board Member Comments

The Governing Board thanked emergency workers and requested information regarding the Forest Service breeding capabilities for the Three-spined Unarmored Stickleback fish.

12. ADJOURNMENT

With no further business to come before the Governing Board, Vice-Chair Green adjourned the meeting at 6:26 p.m.

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