

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY**  
**Regular Meeting**  
**August 26, 2009**

**1. Call to Order**

A regular meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Wednesday, August 26, 2009 at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

**Governing Board Members present:** Liz Harris, John Day, Rick Herrick, and Rick Ollila

**Governing Board Members absent:** Tom Brandau

**Others present:** Mr. Ken Al-Imam, C.P.A., Mayer Hoffman and McCann P.C.; Mr. Bob Ybarra, Big Bear Democratic Club; Paul Minton, TV6; Kathy Portie, Big Bear Grizzly, and Barbara Beck, Citizen

**Staff present:** Steven C. Schindler, General Manager; Joe Hanford, Plant Superintendent; Jennifer McCullar, Finance Manager; Ward Simmons, Best Best & Krieger; Alisha Crowell, Administrative Clerk and Troy Bemisdarfer, Operator in Training

**2. Pledge of Allegiance**

Chair Harris called the meeting to order at 5:02 p.m. and Secretary Day led the Pledge of Allegiance.

**3. Presentations and Introductions**

**A. Troy Bemisdarfer – 1-Year Service Pin**

Mr. Hanford presented Mr. Bemisdarfer with a 1-year service pin and gave a brief description of Mr. Bemisdarfer's history with the Agency and thanked him for his excellent efforts.

**B. Audit Report for Fiscal Year Ended June 30, 2009**

Ms. McCullar gave a brief introduction of Mr. Al-Imam including Mr. Al-Imam's background with Mayer Hoffman and McCann P.C. Mr. Al-Imam then gave a detailed presentation highlighting the following information:

- The purpose of the audit is to test records for error or misstatement
- BBARWA's financial records were fairly stated in all material respects
- BBARWA's financial records and procedures conform to Government Accounting Standards

Mr. Al-Imam also complimented Ms. McCullar and staff for their knowledge, attention to detail and excellent efforts in preparing the information needed in a very timely manner, specifically within 27 days of fiscal year end. He went on to compliment Ms. McCullar and staff on the excellent order of the records and the ease with which all required documents and information were made available.

Upon motion by Director Herrick, seconded by Secretary Day, and carried, the Governing Board accepted the Audit Report for Fiscal Year Ended June 30, 2009, as presented.

**AYES: 4**

**NAYS: 0**

**ABSENT: 1**

**4. Approval of the Agenda**

Upon motion by Director Herrick, seconded by Secretary Day, and carried, the Governing Board approved the agenda.

**AYES: 4**  
**NAYS: 0**  
**ABSENT: 1**

**5. Consent Calendar**

The Governing Board reviewed items on the Consent Calendar. Upon motion by Director Ollila, seconded by Secretary Day, and carried, the Governing Board approved the consent calendar as follows:

- A. Minutes of Regular Meeting June 24, 2009 – Approve
- B. Monthly Cash Disbursements – Informational
- C. Governing Board Member Reimbursement – Approve
- D. Investment Report – Informational
- E. Connection Report – Informational
- F. Plant Superintendent and General Manager Report June and July 2009 – Informational
- G. Sewer System Management Plan (SSMP)
- H. Capital Expenditure Appropriation – Outfall Line Realignment, Pipeline Costs and Contractor Costs “Outfall Line Project”, Not to Exceed \$22,600
- I. Annual Report, Twelve Months Ended June 30, 2009
- J. Carryover Appropriations

**AYES: 4**  
**NAYS: 0**  
**ABSENT: 1**

**6. Items Removed From the Consent Calendar –**

5.B – Monthly Cash Disbursements

Secretary Day requested item 5.B be removed from the Consent Calendar for further discussion. A brief discussion ensued between members of the Board and staff. Upon motion by Chair Harris, seconded by Secretary Day, and carried, the Governing Board approved Item 5.B.

5.I – Annual Report, Twelve Months Ended June 30, 2009

Chair Harris requested item 5.I be removed from the Consent Calendar for further discussion. A brief discussion ensued between Chair Harris and Ms. McCullar. Ms. McCullar gave explanation and answered questions regarding the “Trailing 12 Month” concept. Chair Harris requested that staff forward the summary pages of the Annual Report to the Big Bear Lake City Council and the Big Bear Community Services District Board Members. Upon motion by Chair Harris, seconded by Secretary Day, and carried, the Governing Board approved Item 5.I.

**AYES: 4**  
**NAYS: 0**  
**ABSENT: 1**

7. **Public Forum Response** – Mr. Schindler gave a brief explanation of the staff report as well as a recap of his meeting with Ms. McLellan. He went on to explain that there is no funding in the current budget to produce reclaimed water. Director Herrick commented that this issue will most likely continue to come up due to the number of other agencies currently producing reclaimed water. Chair Harris commented that Ms. McLellan should bring her desires to her current water purveyor for further assistance.

Upon motion by Chair Harris, seconded by Secretary Day, and carried, the Governing Board did not approve the reinstatement of the reclaimed water project at this time.

**AYES: 4**

**NAYS: 0**

**ABSENT: 1**

8. **Public Forum** – Mr. Ybarra, Big Bear Democratic Club, requested the board agendaize a discussion item regarding the Agency making multiple copies of the complete agenda available to the general public.

9. **Old Business**

A. Treatment Plant Improvements – Discussion, Direction and Possible Action

Mr. Schindler gave a brief explanation of the staff report and prior recommendations from staff. Chair Harris offered Director Ollila, the primary proponent of the effort, the first opportunity to speak on the matter. A lengthy discussion ensued between members of the Board and staff.

Upon motion by Director Herrick, seconded by Secretary Day, and carried, the Governing Board approved returning the item to staff to gather more information, including costs associated with additional Observation Wells.

**AYES: 4**

**NAYS: 1**

**ABSENT: 0**

Upon motion by Director Ollila, seconded by Director Herrick, and carried, the Governing Board approved the directing of staff to gather information regarding other options available as well as information regarding the combining of the Balancing Chamber and Pond concepts.

**AYES: 4**

**NAYS: 1**

**ABSENT: 0**

10. **New Business**

A. County Service Area 53B Community Collection System – Discussion and Direction

Item 10.A was tabled due to Director Brandau's absence as it was at his request to include the item on the August agenda.


**11. Information/Committee Reports**

**A. Governing Board Member Comments – Informational**

After a brief discussion, the Board agreed to adjourn the Special Workshop Meeting scheduled for August 27, 2009 at 9 a.m. due to the previously mentioned Board direction to staff to gather more information on Treatment Plant Improvements.

**12. Adjournment**

With no further business to come before the Governing Board, Chair Harris adjourned the meeting at 6:10 p.m.

  
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Elizabeth Harris, Ed.D, Chair of the Governing Board of the  
Big Bear Area Regional Wastewater Agency