

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY
REGULAR BOARD MEETING MINUTES
October 28, 2020**

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 Green at 5:05 p.m. on October 28, 2020. Chair Green confirmed the Governing Board meeting was conducted pursuant to California Government Code Section 54953 and Governor Newsome's Executive Order N-25-20 and N-29-20. No Board Member expressed doubt that the Board Members participating by teleconference were not so.

BOARD MEMBERS PRESENT

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

STAFF MEMBERS PRESENT

David Lawrence, General Manager
Jennifer McCullar, Finance Manager
John Shimmin, Plant Manager
Bridgette Burton, Management Analyst
Kim Booth, Administrative Assistant

OTHERS

Brad Welebir, Rogers, Anderson, Malody & Scott, LLP
Ward Simmons, Best, Best & Krieger
Charity Schiller, Best, Best & Krieger
Kathy Portie, Big Bear Grizzly

2. PLEDGE OF ALLEGIANCE

Dispensed

3. APPROVAL OF THE AGENDA

Upon motion by Director Caretto, seconded by Vice Chair Miller and carried, the Governing Board approved the agenda as presented.

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

4. PRESENTATIONS AND INTRODUCTIONS

4.A. Audit Report for the Fiscal Year Ended June 30, 2020

Ms. McCullar introduced Mr. Welebir from the accounting firm of Rogers, Anderson, Malody & Scott, LLP. Mr. Welebir presented the Agency with the Independent Audit Report for the year ended June 30, 2020.

5. CONSENT CALENDAR

5.A. Minutes of Regular Meeting on September 23, 2020

5.B. Monthly Expenses

5.C. Governing Board Member Reimbursement

5.D. Investment Report

5.E. Operations and Connections Report

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

Ayes: Green, Miller, Oxandaboure, Caretto, Herrick

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. Schedule a Special Meeting and Adjourn the November 25th and December 23rd 2020 Regular Board Meetings

Chair Green suggested scheduling a Special Board meeting for Wednesday, December 2, 2020, at 5:00 p.m. Discussion ensued between the Governing Board and staff.

Upon motion by Director Caretto, seconded by Vice Chair Miller and carried, the Governing Board approved to adjourn the Regular Board Meetings on November 25th and December 23rd and schedule a Special Meeting on December 2, 2020, at 5:00 p.m.

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

10.B. Board Member Reimbursement Policy Amendment

Mr. Lawrence explained that it is the desire of Agency Staff for Board Members to receive compensation for meetings attended and reimbursements within a reasonable amount of time. After a review of the Policy and the related Ordinance O. 02-2013, it has been determined that there is sufficient guidance provided by these Board approved documents for the Agency's General Manager to approve Board Member payments. Governing Board approval is not necessary. Discussion ensued between the Governing Board and staff.

Upon motion by Vice Chair Miller, seconded by Director Caretto and carried, the Governing Board approved the Board Member Reimbursement Policy as amended.

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

10.C. Annual Report, 12 Months Ended June 30, 2020

Ms. McCullar presented the Annual Report, 12 months ended June 30, 2020. Discussion ensued between the Governing Board and staff.

10.D. Resolution No. R. 12-2020, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Finding the BBARWA Solar Project Exempt From the California Environmental Quality Act under the Class 3 Categorical Exemption and Approving the BBARWA Solar Project; Authorizing a Tribal Monitoring Agreement relating to the BBARWA Solar Project; Awarding a Contract Between BBARWA and Three Peaks Corp. relating to Grading Work for the BBARWA Solar Project; and Reallocating Funds from the Capital Budget for the BBARWA Solar Project

Mr. Lawrence recapitulated the BBARWA Solar Project and what it entails to move forward. Discussion ensued between the Governing Board and staff.

Upon motion by Director Caretto, seconded by Secretary Oxandaboure and carried, the Governing Board approved Resolution No. R. 12-2020; reallocated \$264,595 from the Headers and Check Valves Project to the Solar Project in the Capital Budget; authorized the General Manager to negotiate and execute the Tribal Monitoring Agreement; awarded a contract in the amount of \$212,950 to Three Peaks Corp. for the BBARWA Solar Project and authorized the General Manager to negotiate and execute the contract documents; and authorized the General Manager to take any other actions necessary to implement the Project.

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

10.E. Reallocate \$40,000 from the Capital Budget for the Waukesha Generator Controls

Mr. Lawrence explained that the Waukesha generator controls need to be upgraded to provide communication between the Cummins generators and the Waukesha generator. Discussion ensued between the Governing Board and staff.

Upon motion by Vice Chair Miller, seconded by Director Caretto and carried, the Governing Board approved reallocating \$40,000 from the High-Pressure Effluent Line Replacement Project in the Capital Budget to the Waukesha Generator Controls Upgrade Project.

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

11. INFORMATION/COMMITTEE REPORTS

11.A. General Manager's Report

Mr. Lawrence provided a status update on the 24" Line Emergency Repair, SSO Prevention Project, the Headworks Project, Splitter Box Building, Lift Station 3 Generator Replacement, Cummins #1 and #2 Overhauls, and the Replenish Big Bear Project. Discussion ensued between the Governing Board and staff. Director Herrick requested a report to the Governing Board regarding what will be presented to the Regional Board for the Replenish Big Bear Project. Chair Green requested to have notes sent to him on what was approved at the meeting to report back to the Big Bear City CSD Board.

12. ADJOURNMENT

With no further business to come before the Governing Board, Chair Green adjourned the meeting at 6:05 p.m.

ATTEST:

DocuSigned by:
Karyn Oxandabour
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Karyn Oxandabour, Secretary of the Governing Board of the Big Bear Area Regional Wastewater Agency



Kim Booth, Administrative Assistant
Big Bear Area Regional Wastewater
Agency