

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY**

**REGULAR BOARD MEETING MINUTES**

May 25, 2022

**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 5:20 p.m. on May 25, 2022 at 121 Palomino Drive, Big Bear City, California.

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

Rick Herrick, Chair  
Jim Miller, Director

**STAFF MEMBERS PRESENT**

David Lawrence, General Manager  
John Shimmin, Plant Manager  
Sonja Kawa, Human Resources Coordinator/Accounting Technician  
Bridgette Burton, Management Analyst/Board Secretary

**OTHERS**

None

**2. PLEDGE OF ALLEGIANCE**

Director Mote

**3. APPROVAL OF THE AGENDA**

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board approved the agenda as presented.

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

**4. PUBLIC FORUM**

No comments

**5. PRESENTATIONS AND INTRODUCTIONS**

**5.A.** David Lawrence nominated as a "Local Government Champion" by the Institute for Local Government

The Board Secretary described the Local Government Champion Program which recognizes public servants who have demonstrated outstanding commitment and day-to-day leadership in public service.

**6. INFORMATION/COMMITTEE REPORTS**

**6.A. General Manager's Report**

The General Manager highlighted the Agency's plans to engage Bartle Wells Associates to complete a funding plan for Replenish Big Bear, to include the current, short-term need for gap financing (to advance fund grant reimbursements) and longer-term financing to include funding programs (State Revolving Fund, funding under the Water Infrastructure Finance and Innovation Act (WIFIA), and iBank), and financing under a bond issuance or private placement.

**7. CONSENT CALENDAR**

**7.A. Approval of the Meeting Minutes from the April 27, 2022 Regular Meeting**

**7.B. Monthly Disbursements Report for April**

**7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for April**

**7.D. Pay Schedule**

**7.E. Third Quarter Report, Nine Months Ended March 31, 2022**

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

Ayes: Mote, Walsh, Green

Noes: None

Absent: Herrick, Miller

Abstain: None

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

None

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

**10.A. General Manager Employment Agreement Amendment**

The Human Resources Coordinator presented the General Manager's Employment Agreement Amendment. The Governing Board provided an oral report that summarized the proposed action to be taken regarding the salary, salary schedule,

or compensation paid in the form of fringe benefits to the General Manager before taking final action to approve his contract or amendment: the General Manager's base salary will be \$17,907.27 per month (equivalent to an hourly rate of \$103.31). This reflects a 2.2% increase effective on April 23, 2022, which is the first day of the pay period encompassing Mr. Lawrence's employment anniversary date of April 25, 2022.

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board authorized the Governing Board Vice-Chair to execute an Employment Agreement Amendment with the approved changes.

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

**10.B. Adjourn the June 22, 2022 Regular Board Meeting**

The General Manager explained staff's recommendation to adjourn the June 22, 2022 regular board meeting.

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board adjourned the June 22, 2022 regular board meeting.

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

**11. COMMENTS AND ANNOUNCEMENTS**

**11.A. General Manager Comments**

The General Manager indicated that comments regarding the Replenish Big Bear Project's Report of Waste Discharge are expected in writing soon from the Regional Board. The Governing Board requested a progress report on this issue if there are any updates prior to the July meeting.

**11.B. Governing Board Member Comments**

The Governing Board wished everyone a happy Memorial Day.

12. **ADJOURNMENT**

With no further business to come before the Governing Board, Vice-Chair Green adjourned the meeting at 5:32 p.m.

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