

# BIG BEAR AREA REGIONAL WASTEWATER AGENCY

## Special Board Meeting Minutes

October 12, 2023

### 1. CALL TO ORDER

A Special Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Vice-Chair Miller at 1:00 p.m. on October 12, 2023 at 121 Palomino Drive, Big Bear City, California.

#### BOARD MEMBERS PRESENT

Jim Miller, Vice-Chair  
Rick Herrick, Director (joined at 1:06 p.m.)  
Bynette Mote, Director  
Larry Walsh, Director

#### BOARD MEMBERS ABSENT

John Russo, Director

#### STAFF MEMBERS PRESENT

David Lawrence, General Manager (via Zoom)  
Christine Bennett, Finance Manager  
Bridgette Burton, Administrative Services Manager/Board Secretary  
Sonja Kawa, Human Resources Coordinator/Accounting Technician  
John Shimmin, Plant Manager

#### OTHERS

Members of the public who signed in included:  
Bob Rowe

### 2. PLEDGE OF ALLEGIANCE

Director Walsh

### 3. APPROVAL OF AGENDA

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

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

### 4. PUBLIC FORUM

None

5. **OLD BUSINESS**

- 5.A. Reallocate \$61,158 for the Administration Building Roof Replacement Project from the Capital Budget

The Administrative Services Manager discussed the proposal from Rite-Way Roof Corporation and the need to reallocate additional funds to award the Project.

The Governing Board inquired about the Administrative Building Roof Replacement and other projects being included in the budget, timing of the project vs. cost, lifespan of the new roof, the impact of prevailing wage, and requested the balance of the Contingency Fund.

Upon motion by Director Mote, seconded by Vice-Chair Miller and carried, the Governing Board reallocated \$61,158 for the Administration Building Roof Replacement Project from the Capital Budget.

Ayes: Herrick, Mote, Walsh, Miller

Noes: None

Absent: Russo

Abstain: None

6. **ADJOURNMENT**

With no further business to come before the Governing Board, Vice-Chair Miller adjourned the meeting at 1:08 p.m.

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