

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD July 11, 2013

President Don Montfort called the meeting to order at **4:35 pm**. Other persons present included Commissioner Pat Alesse, Commissioner Carl Reichhardt, General Manager Roger Brown, Assistant General Manager Dan Eisses, Attorney Bob Carmichael, and Interim Finance Director Meredith Riley.

Agenda additions/changes: Item 9 changed from Payment & Collection Procedures to Report on Water Cat. No. 11 changed from Decision to Discussion.

Carl had several questions: One on the PWTF Loan Interest payments, and one on the late utility payment penalties. Staff will review these line items and bring information back to the next Board Meeting.

Public Input: None.

Consent Agenda included: Minutes for the special meeting of June 26; Accounts Payable Warrants #42536-42554 paying Claims #42536-42554 of \$49,771.05 for 2013 Budget; May Payroll Warrants #7556-7564 and auto payments #11555-11572 of \$115,048.46 in total; Utility Billing adjustment charges of \$1,709.13 and credits of \$13,132.07, and LID Assessment adjustments of \$0, for June. It was moved by Reichhardt and seconded by Alesse to approve the Consent Agenda. The motion passed unanimously.

Developer Extensions: None.

Additional Accounts Payable: Accounts Payable Warrants #42555-42568 paying Claims #42555-42568 of \$18,380.48 were presented. It was moved by Alesse and seconded by Reichhardt to approve the additional Accounts Payable. The motion passed unanimously.

WRIA 1 Watershed Planning: Barbara Brenner introduced a resolution to the County Council about a month ago, to be reviewed on July 9th. Roger reviewed a red-lined version of this resolution with the Board. Roger is also asking the Water District Caucus to review the resolution and give him any comments.

Roger reviewed with the Board the material he brought to the State Auditors' attention this morning. He reviewed the highlights of the problems that he has documented with the Joint Board and the Flood Control Zone District.

Roger then gave the Board the current level of spending on legal fees on this issue as of the end of June. There was much discussion on the budget and funding level of this issue in conjunction with the Water District Caucus.

Report on WaterCAT: Roger reviewed the proposed schedule for the WaterCat with the Board. Roger also reviewed the list of potential participants for the WaterCat who are customers of the District. The Board suggested some additional people in the District to contact.

Dan passed out a diagram of water usage. Water loss has gone from 10% down to 4% over the last several years. Dan also passed out a diagram on historical peak days from 2007 through 2013, and a table on annual comparisons of net usage from 2006 through to date 2013.

PWTF and SRF Loan Funding: Dan updated the Board on the PWTF Loan projects. Any new project requests for 2014 were not funded by the State Legislature. The District did receive the go ahead on cultural review of the project funded by the Drinking Water State Revolving Fund Loan Program.

Headworks Project: Dan reviewed the Headworks project. The 95% review was done about a month ago. Dan had expressed some questions regarding the grit chamber to our engineering firm. Dan and

Mike Sowers think a sloped floored grit chamber is a better design, but this is only based on information from a manufacturer and needs input from Rick Esvelt. Dan is not ready to go out to bid until his questions are answered on the design of the grit chamber. Dan also reviewed the scope of work for bid support from CHS Engineering with the Board.

BBWARM Storm Drainage Project – Cottonwood Neighborhood: Dan reviewed several proposed storm water projects that will be conducted by BBWARM this year, one of which is in the Cottonwood neighborhood. Dan asked approval for the General Manager to sign an agreement with Honcoop for \$16,669 to relocate the existing waterline at the same time the stormwater work project is done. Reichhardt recused himself. It was moved by Montfort and seconded by Alesse to authorize the General manager to sign an agreement with Honcoop. The motion passed.

Developer Extensions:

None.

The Board meeting was adjourned at **6:48 pm**.

COMMISSIONER

COMMISSIONER

COMMISSIONER

THIS IS TO CERTIFY that the above is a true and correct copy of the minutes for the regular meeting of the Board of Commissioners of Birch Bay Water and Sewer District, Whatcom County, Washington, held **July 11, 2013**.

BOARD SECRETARY