

Lake Whatcom Water and Sewer District
Regular Meeting of the Board of Commissioners
March 30, 2011

Board President Leslie Mc Roberts called the Regular Session to order at 8:04 a.m. Other District representatives present included Commissioners Deborah Lambert, John Millar and Laura Weide, General Manager Patrick Sorensen, District Engineer Bill Hunter, Consulting Engineer Melanie Mankamyer and Recording Secretary Lyn Edwards. Commissioner Citron was excused from the meeting. No members of the public attended the meeting.

- North Shore Estates Developer Extension Agreement – Time Extension Request
Hunter informed the Board that the current Developer Extension Agreement for North Shore Estates expires on April 9, 2011. The developer has requested a time extension due to the lengthy permitting process and coordination issues with other agencies and private parties. Staff recommends a three year time extension due to the complexity of the project. Upon Board approval, staff will prepare a new agreement form for execution between the District and the Developer. Brief discussion followed.

Action Taken

Lambert moved, Weide seconded, to approve a three year time extension to the existing North Shore Estates Developer Extension Agreement #D0219 making the new expiration date April 9, 2014. Motion passed.

- Afternoon Beach Sewage Pump Station Improvements Project – Award Contract
Hunter reported that eight bids were received for the project on March 15th. The consulting engineer for the project, RH2, has evaluated the bids and done a thorough background check on the low bidder, Boss Construction. Staff therefore recommends that the contract be awarded to Boss Construction in the amount of \$458,531.38 including sales tax. Discussion followed.

Action Taken

Lambert moved, Weide seconded, to award the Afternoon Beach Sewage Pump Station Improvements construction contract to Boss Construction in the amount of \$458,531.38 including sales tax. Motion passed.

- Resolution 774 – Adopting Rates for 2014 and 2015
Sorensen reminded the Board that at the January 26, 2011 meeting, Martin Chaw from FCSG gave a presentation on the District's utility revenue requirement analysis. The analysis evaluated the overall financial condition of the District including the adequacy of the District's current rate schedule. It was suggested that the Board consider adopting the recommended rates for 2014 and 2015 in order to consistently keep a five year rolling set of rates on the books. The Board also held a rate hearing on March 9th to inform the public of the District's plan to set the rates for those two years. Resolution #774 adds the projected water and sewer rates for 2014 and 2015 and updates the Master Fees and Charges List with Schedule #20.

Action Taken

Lambert moved, Millar seconded, to adopt Resolution #774 setting the water and sewer rates for the years 2014 and 2015 and updating the Master Fees and Charges with Schedule #20. Motion passed.

- Tetra Tech Electrical Study for Beaver, Flat Car and Sudden Valley Sewage Pump Stations
Hunter explained that in December of last year the District experienced a sewage overflow caused by an electrical issue at Beaver Pump Station. Staff suspects that a power surge or power phase imbalance caused the breakers to trip and shut the pumps off. A detailed electrical analysis is needed to coordinate and calibrate the sequence of breaker tripping. The objective is for the master breaker to trip only after the individual smaller breakers trip. The study will recommend improvements or changes to the electrical protection system to reduce the risk of a repeat occurrence. Since Beaver, Flat Car, and Sudden Valley Pump Stations were designed and constructed at the same time, staff recommends that all three pump stations be included in the study. The scope of work will be performed under the existing on-call electrical/control system engineering contract with Tetra Tech at an estimated cost of \$9,504.00. A question and answer period followed.

Action Taken

Millar moved, Lambert seconded, to authorize Tetra Tech to perform an electrical study of Beaver, Flat Car, and Sudden Valley Pump Stations per the scope of work and estimate not to exceed \$9,504.00. Motion passed.

- Other Business

Meeting Notices

Mc Roberts suggested that the District post commissioner meeting notices on the reader board at the Lakeway office. The Board agreed.

- Manager's Report

Sorensen gave a brief report on recent District activities.

- Consent Agenda

Action Taken

Lambert moved, Weide seconded, approval of:

- **General and Construction Fund Claims totaling \$53,801.11**
- **March Payroll totaling \$66,550.57**
- **Minutes for the March 9, 2011 meeting**

Motion passed.

With no further business, Mc Roberts adjourned the Regular Session at 8:35 a.m.

Recording Secretary, Lyn Edwards

Date Minutes Approved

Leslie Mc Roberts

Deborah Lambert

Laura Weide

John W. Millar

LAKE WHATCOM WATER AND SEWER DISTRICT

Budget Action Worksheet

Meeting Date: March 30, 2011

COMMISSIONER APPROVAL:

Laura Weide _____

Deb Lambert _____

Leslie Mc Roberts _____

John W. Millar _____

ACTION ITEM DESCRIPTION/PURPOSE	\$Amount +/-NTE	FUND	
		General	Construction
Tetra Tech Electrical Study for Beaver, Flat Car and Sudden Valley Sewage Pump Stations	\$9,504.00		✓

Cc: Accounting Manager