

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

Board President Leslie Mc Roberts called the Regular Session to order at 8:00 a.m. Other District representatives present included Commissioners Todd Citron, Deborah Lambert, Laura Weide and John W. Millar, General Manager Patrick Sorensen, District Engineer Bill Hunter, legal counsel Brian Hansen, consulting engineer Melanie Mankamy, Finance Manager Debi Hill and Recording Secretary Lyn Edwards. There were no members of the public present.

- Proposed 2012 Budget

Sorensen presented a proposed final 2012 Budget. It was explained that two Capital Projects had been modified from the draft budget that the Board saw at the last meeting. One of the modifications was to the paving project for the Lakeview facility. Since originally planning the project, staff has found out that if more than 2,000 square feet of the graveled area is paved, Whatcom County will require extensive storm water controls that could cost over \$100,000.00. That project has consequently been down-sized to pave only 2,000 square feet at an estimated cost of around \$5,000.00 instead of the \$30,000.00 that was originally included in the Budget. We have also added one new project; Sudden Valley will be replacing a failing culvert on Polo Park Drive with a new pre-fabricated concrete bridge. That project will impact an eight inch water main owned by the District which will more than likely need to be relocated. Staff has added a \$50,000.00 placeholder to the budget for that item. Discussion ensued.

Action Taken

Citron moved, Lambert seconded, to adopt the 2012 Budget as presented. Motion passed.

- Administrative Code – Resolution 784 Cross Connections and Pressure Reducing Valves

Mankamy reminded the Board that District legal counsel had recommended that each regulation included in the Administrative Code should either have been previously adopted through Resolution or other formal Board action or adopted in new Resolutions prior to finalization of the Administrative Code. In researching the language pertaining to Cross Connections and Pressure Reducing Valves, I found that specific references to two items were missing. While Resolution 227 describes the District's Cross Connection Control program in detail, it does not specifically state that the District does not allow cross connections. Resolution 227 also does not specify that a pressure reducing valve is required on all service connections to protect residential plumbing. Both of these items are specified in Resolution 784 which will form the basis for Sections 4.1.2 and 4.3.5 of the Administrative Code. The Board reviewed and discussed Resolution 784 and noted one typographical error needing correction.

Action Taken

Lambert moved, Millar seconded, to approve Resolution 784 as modified. Motion passed.

- Open Public Meetings and Appearance of Fairness

Hansen provided clarification on the Open Public Meetings Act as it relates to outside meetings that various District Commissioners attend. Staff regularly notifies the media of District meetings where a quorum will be present, but the media should also be notified any time that a quorum (three or more) of the Commissioners will be present at a non-District function whether it is a class, a conference, a community meeting, or other type of event. Following discussion, it was agreed that Board members will notify staff whenever they anticipate that three or more of

them will be attending a particular function so that a meeting notice can be sent out in a timely manner.

• Water Use Efficiency Program

As requested at an earlier meeting, Hunter provided the Board with a status report on how the District's Water Use Efficiency Program is progressing and what the staff is doing to work towards the established goals. An extensive discussion followed.

• Other Business

Lake Whatcom Invasive Species Tour

Weide reported that representatives from the City of Bellingham and Whatcom County are going to be giving an Invasive Species "tour" of infested areas around Lake Whatcom. The tour will take place on December 6, 2011 at 2:30 p.m.

Public Works Projects

The Board discussed state grant and loan funding for public works projects.

• Manager's Report

The agenda for the next Lake Whatcom Policy Group meeting was reviewed. Agenda topics for future regular or special Commissioner Meetings were also discussed.

• Consent Agenda

Action Taken

Citron moved, Lambert seconded, approval of:

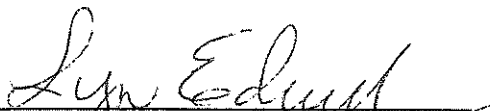
- **General and Construction Fund Claims totaling \$206,528.31**
- **November Payroll totaling \$78,423.32**
- **Payroll Benefits Claims totaling \$68,456.75**
- **Minutes for the November 9, 2011 meeting.**

Motion passed.

• Labor Negotiations – Closed Session Per RCW 42.30.140(4)(a)

Mc Roberts recessed the Regular Session to Closed Session at 9:55 a.m. The purpose of the Closed Session was to discuss Labor Negotiations. It was estimated that the Closed Session would take about thirty minutes. Mc Roberts recessed the Closed Session and reconvened the Regular Session at 10:30 a.m.

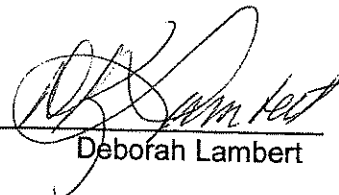
With no further business, Mc Roberts adjourned the Regular Session at 10:32 a.m.

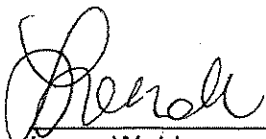

Recording Secretary, Lyn Edwards

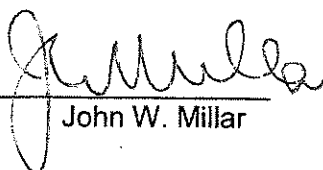
12-14-2011
Date Minutes Approved


Todd Citron


Leslie Mc Roberts


Deborah Lambert


Laura Weide


John W. Millar