

Lake Whatcom Water and Sewer District
Regular Meeting of the Board of Commissioners
January 11, 2012

Board President Leslie Mc Roberts called the Regular Session to order at 6:30 p.m. Other District representatives present included Commissioners Deborah Lambert, Laura Weide, John W. Millar and Todd Citron, District Engineer Bill Hunter, legal counsel Brian Hansen, consulting engineer Melanie Mankamyer, Finance Manager Debi Hill and Recording Secretary Lyn Edwards. There were no members of the public present.

- Oath of Office for Newly Elected Commissioners

Legal counsel Brian Hansen administered the Oath of Office to newly re-elected Commissioner Todd Citron. Commissioners Laura Weide and John W. Millar who are also newly elected Board members already had their Oaths of Office administered to them.

- Election of Board Officers for 2012 – Resolution #787

Per RCW 57.12.010, the Board shall annually elect one of its members as president and another as secretary.

Action Taken

Lambert moved, Weide seconded, to elect Leslie Mc Roberts to serve as Board President for 2012. Motion passed.

Action Taken

Lambert moved, Weide seconded, to elect Todd Citron to serve as Board Secretary for 2012. Motion passed.

- Confirm Regular Meeting Dates and Times for 2012 – Resolution #788

The Board establishes regular meeting dates and times in January of each year. Resolution 788 establishes the dates and times for 2012 as the second Wednesday of each month at 6:30 p.m. and the last Wednesday of the month at 8:00 a.m. The 2012 meeting schedule was briefly discussed.

Action Taken

Lambert moved, Weide seconded, to adopt Resolution 788 Establishing the Regular Meeting Dates and Times for 2012 as the second Wednesday of each month at 6:30 p.m. and the last Wednesday of the month at 8:00 a.m. Motion passed.

- Commissioner Protocol Manual Update

Staff presented a proposed amendment to Section 3.01 of the District's Commissioner Protocol Manual entitled "Board Compensation". The amendment provides clarification on the types of outside activities that the Commissioners can be compensated for. After talking briefly about the proposed amendment, it was suggested that the language in Resolution 725 would provide the needed clarification. The resolution which was adopted in 2007 and entitled "A Resolution Limiting Per Diem Compensation of Commissioners" states that:

A District commissioner shall be compensated at the maximum rate allowed by state law for each day or portion thereof spent in actual attendance at official meetings of the District board, or in performance of other official services or duties on behalf of the District. The maximum annual compensation for a District commissioner shall be the maximum annual compensation allowed by state law.

Staff will incorporate the language from Resolution 725 into Section 3.01 of the Commissioner Protocol Manual as discussed.

- Summary of Existing District Projects

Hunter provided a brief overview of the District's current projects and directed the Board's attention to the lengthy list of completed projects for 2011. Discussion followed.

- Disposal of Surplus Items

Staff requested the Board's authorization to dispose of an obsolete Fall Protection Tripod. The Board briefly discussed the tripod.

Action Taken

Lambert moved, Weide seconded, to authorize the General Manager to dispose of the obsolete Fall Protection Tripod in a manner consistent with state law. Motion passed.

- Fiber Optic Installation Project

As requested at a previous meeting, Hunter provided the Board with detailed information regarding the costs of the Fiber Optic Installation Project.

- 2011 Sewer Manhole and Main Spot Repairs – Project Close-out

Hunter reported that the contractor, Olson Brothers Pro-Vac, LLC has completed all contract and punch list items. He therefore recommended that the Board accept the project as complete and direct the staff to close-out the project.

Action Taken

Citron moved, Millar seconded, to accept the 2011 Sewer Manhole & Main Spot Repair Project as complete and direct staff to close out the project. Motion passed.

Other Business

Commissioner Committee Appointments for 2012

Whatcom County Council of Governments

Commissioner Lambert will continue to serve as the District's representative on the Whatcom County Council of Governments.

Lake Whatcom Policy Group

Commissioner Mc Roberts will continue to serve as the District's representative on the Lake Whatcom Policy Group.

- Consent Agenda

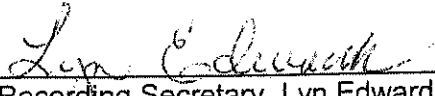
Action Taken

Lambert moved, Millar seconded, approval of:

- **General and Construction Fund Claims totaling \$288,798.64**
- **December 2011 Payroll totaling \$83,125.46**
- **Payroll Benefits for December 2011 totaling \$72,410.34**
- **January 2012 Payroll for Pay Period 1 totaling \$38,176.32**
- **Payroll Benefits for January 2012 Pay Period 1 totaling \$34,919.60**
- **Minutes for the December 28, 2011 meeting.**

Motion passed.

With no further business, Mc Roberts adjourned the Regular Session at 7:10 p.m.

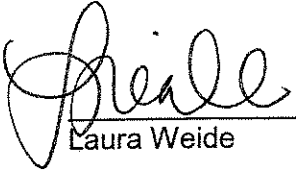

Recording Secretary, Lyn Edwards

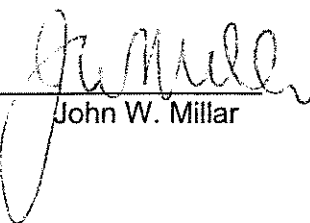
4-9-2012
Date Minutes Approved


Todd Citron


Leslie Mc Roberts


Deborah Lambert


Laura Weide


John W. Millar