

Lake Whatcom Water and Sewer District  
Regular Meeting of the Board of Commissioners  
December 11, 2013

Board Secretary Todd Citron called the Regular Session to order at 6:30 p.m. Other District representatives present included Commissioners Deborah Lambert, Ian Millar and Laura Weide, District Engineer Bill Hunter, legal counsel Brian Hansen, Finance Manager Debi Hill and Recording Secretary Lyn Edwards. Commissioner Leslie Mc Roberts was excused from the meeting. Claire Fogelsong from the City of Bellingham and Dan Burwell from RH2 Engineering were also present, no other members of the public attended the meeting.

- Consent Agenda

- Action Taken

- Weide moved, Lambert seconded, approval of:

- Accounts Payable Vouchers totaling \$155,496.28
    - Accounts Payable Vouchers totaling \$5,676.47
    - Payroll for Pay Period # 24 (11/9/2013 through 11/22/2013) totaling \$40,397.69
    - Payroll Benefits for Pay Period #24 totaling \$36,194.78
    - Payroll for Pay Period #25 (11/23/2013 through 12/6/2013) totaling \$39,424.49
    - Payroll Benefits for Pay Period #25 totaling \$36,069.20
    - Minutes for the November 13, 2013 and November 25, 2013 Meetings

- Motion passed.

- Aquatic Invasive Species Program Update – Claire Fogelsong from the City of Bellingham  
Claire Fogelsong from the City of Bellingham reported on the 2013 Aquatic Invasive Species Program. Topics of discussion included highlights of inspection program activities, costs of the program versus revenues collected and planning for the 2014 program, which may be expanded to include non-motorized water craft.

- Boulevard Sewer Pump Station Improvements – Pre-design Report  
Dan Burwell from RH2 Engineering provided an overview of the design criteria, design alternates, cost estimates, and permitting requirements for the Boulevard Sewer Pump Station Improvements Project. Discussion followed.

- Summary of Existing District Projects  
The Summary of Existing District Projects was briefly discussed.

- Geneva Area A/C Mains Project – Engineering Agreement  
Hunter reported that the District applied for and received low interest loan funding (1.5% for 20-years) from the Washington State Department of Health for two drinking water projects including the Geneva Area AC Water Main Replacements Project. Wilson Engineering was selected through an RFP process earlier this year to provide the engineering services for the project. Phase 1 services will include pre-design, permitting, design, and bidding. Phase 2 will include services during construction with construction occurring during the summer of 2015. Wilson Engineering's fee estimate for the Phase 1 Scope of Work is \$267,990.00 the agreement is for actual time and materials not-to-exceed this amount. Discussion ensued.

- Action Taken

- Lambert moved, Weide seconded, to approve Wilson Engineering's Phase 1 Scope of Work and Fee and to authorize the General Manager to execute an

**Architectural/Engineering Agreement for the Geneva Area A/C Water Main Replacements Project not to exceed \$267,990.00. Motion passed.**

• Non-union Staff COLA for 2014

The Board briefly discussed the proposed 1% non-union staff COLA for 2014.

**Action Taken**

**Lambert moved, Weide seconded, to authorize a 1% Cost of Living increase for the non-represented employees, effective January 1, 2014. Motion passed.**

• Other Business

**Oath of Office – Commissioner Position #3**

Newly re-elected Commissioner Deborah Lambert was given the Oath of Office for Position #3, North Shore service area.

• Manager's Report

Sorenson reported on the schedules for the next Lake Whatcom Policy Group Meeting, Whatcom Water Districts Caucus meeting and the WRIA 1 Planning Unit meeting.

• Contract Negotiations/Potential Litigation (Executive Session per RCW 42.30.110(i))

Citron recessed the Regular Session to Executive Session at 8:15 p.m. It was estimated that the Executive Session would take about thirty minutes. The purpose of the Executive Session was to discuss Contract Negotiations and Potential Litigation. Citron recessed the Executive Session and reconvened the Regular Session at 8:45 p.m.

With no further business, Citron adjourned the Regular Session at 8:45 p.m.

Lyn Edwards  
Recording Secretary, Lyn Edwards

12/23/2013  
Date Minutes Approved

Deborah Lambert  
Deborah Lambert

Todd Citron  
Todd Citron

Laura Weide  
Laura Weide

John W. Millar  
John W. Millar