

Lake Whatcom Water and Sewer District
Regular Meeting of the Board of Commissioners
June 11, 2014

Board President Leslie Mc Roberts called the Regular Session to order at 6:30 p.m. Other District representatives present included Commissioners Deborah Lambert, Ian Millar, Laura Weide and Todd Citron, General Manager Patrick Sorensen, District Engineer Bill Hunter, Legal Counsel Brian Hansen, Finance Manager Debi Hill and Recording Secretary Lyn Edwards. Rate consultants Tage Aaker and Gordon Wilson from FCS Group were present to give a presentation regarding the Rate Study. There were no members of the public present.

- Consent Agenda

- Action Taken

- Citron moved, Weide seconded, approval of:

- Accounts Payable Vouchers totaling \$313,905.22
 - Payroll for Pay Period # 12 (5/24/2014 through 6/6/2014) totaling \$36,229.41
 - Payroll Benefits for Pay Period #12 totaling \$34,828.44
 - Minutes for the January 29, 2014 and January 31, 2014 Meetings

- Motion passed.

- Rate Study Discussion

At the May 14, 2014 meeting, the Board discussed rate structure policy issues and decided that the District will propose for additional consideration a low-income senior/disabled rate at a 40% discount and that the base water allocation amount will remain at 600 cubic feet. The Board also requested that FCSG include for consideration calculations reflecting a higher base rate for usage exceeding 2,500 cubic feet.

Rate consultants Tage Aaker and Gordon Wilson from FCS Group presented proposed rate structure "F" which incorporates the 40% low income senior/disabled rate, a 600 cubic foot base water allocation, and a higher water overage rate for usage exceeding 2,500 cubic feet. Discussion followed.

- Monthly Budget Analysis

Hill provided an update on the status of the District's budget. Discussion followed.

- Summary of Existing District Projects

Hunter gave an overview of the District's projects. Discussion followed.

- Boulevard Sewer Pump Station Upgrade project – Engineering Contract Amendment

RH2 Engineering has nearly completed the Phase 2 Scope of Work which included Design Plans and Specifications, Additional Permitting and services during bidding. Staff recommends amending RH2 Engineering's agreement to add Phase 3; Services During Construction which includes Construction Contract Administration, Submittal Review, Inspection, Testing and Startup, SCADA Programming, and Record Drawings.

- Action Taken

- Lambert moved, Weide seconded, to authorize the General Manager to execute an amendment to RH2 Engineering's Architectural/Engineering Agreement to include Phase 3 - Services During Construction based on time and materials not to exceed \$89,468. Motion passed.

• Open Public Meetings Act – Commissioner Training

A new law effective July 1, 2014 amends the Open Public Meetings Act to require elected local and statewide officials and some staff members to receive training under RCW 42.30. Training can be taken online, in person, or by other means. To comply with the new training requirements, staff showed a short video presentation from the Washington State Attorney General's Office web site. Discussion followed.

• Other Business

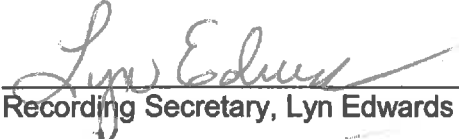
Rate Hearing - Schedule Special Meeting

The Board scheduled a special meeting for Tuesday July 29, 2014 at 7:00 p.m. to hold a Rate Hearing on the District's proposed new rate schedule.

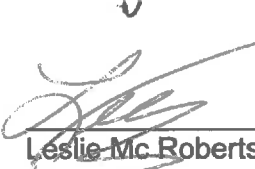
• Manager's Report

Sorensen reported on upcoming meetings and events for June.

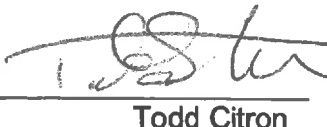
With no further business, Mc Roberts adjourned the Regular Session at 8:16 p.m.


Recording Secretary, Lyn Edwards

6-25-2014
Date Minutes Approved


Leslie Mc Roberts


Deborah Lambert


Todd Citron


John W. Millar

Laura Weide