

Lake Whatcom Water and Sewer District  
Regular Meeting of the Board of Commissioners  
June 25, 2014

Board President Leslie Mc Roberts called the Regular Session to order at 8:00 a.m. Other District representatives present included Commissioners Deborah Lambert, Todd Citron and Ian Millar, General Manager Patrick Sorensen, Legal Counsel Brian Hansen, Consulting Engineer Melanie Mankamyer, Finance Manager Debi Hill and Recording Secretary Lyn Edwards. Commissioner Laura Weide was excused from the meeting. There were no members of the public present.

- Consent Agenda

- Action Taken

- Lambert moved, Millar seconded, approval of:

- Accounts Payable Vouchers totaling \$129,974.48
    - Payroll for Pay Period # 13 (6/7/2014 through 6/20/2014) totaling \$39,158.80
    - Payroll Benefits for Pay Period #13 totaling \$35,811.60
    - Minutes for the June 11, 2014 Meeting

- Motion passed.

- Personnel Policies Manual Update – Section 7.10

Sorensen reported that earlier this year, legislation was enacted requiring state and local governments, including special purpose districts, to give employees up to two unpaid holidays per year for "a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church, or religious organization." The legislation is effective June 12, 2014. A sample policy provided by the Municipal Research Service Center has been adapted for addition to the District's Personnel Policies Manual. The Board briefly discussed the policy amendment.

- Action Taken

- Lambert moved, Citron seconded, to amend Personnel Policies Manual, Section 7.10 as presented. Motion passed.

- General Legal Services Contract – Zender, Thurston PS

Sorensen presented a legal services contract with Zender, Thurston PS for general legal services to take effect upon current legal counsel Brian Hansen's retirement on July 31, 2014.

- Action Taken

- Lambert moved, Citron seconded, to approve the legal services contract with Zender Thurston and authorize the General Manager to sign the contract as presented. Motion passed.

- Planning for July 29, 2014 Rate Hearing

The Board discussed a flyer that staff had prepared and requested numerous revisions. The flyer will be bulk mailed to the ratepayers and posted on the District's website. The Board also planned the presentation for the rate hearing

- Other Business

- Connection Fees

Staff was directed to schedule a review of the District's Connection Fees at a future meeting.

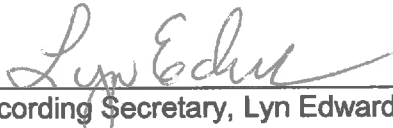
**Lake Whatcom Watershed Land Re-conveyance**

Citron spoke briefly about a Whatcom County Parks Commission meeting that he had attended regarding the Lake Whatcom Watershed Land Re-conveyance.

• **Manager's Report**

Sorensen reminded the Board members that there will be an additional Lake Whatcom Policy Group meeting on June 30<sup>th</sup>.

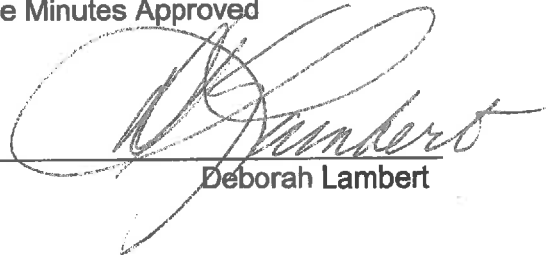
With no further business, Mc Roberts adjourned the Regular Session at 9:10 a.m.

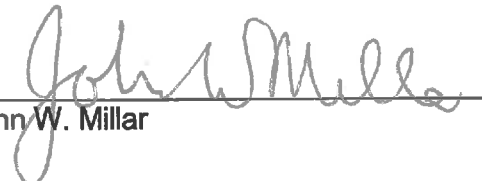
  
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Recording Secretary, Lyn Edwards

7-9-2014  
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Date Minutes Approved

  
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Leslie Mc Roberts

Todd Citron

  
\_\_\_\_\_  
Deborah Lambert

  
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John W. Millar