

Lake Whatcom Water and Sewer District
Special Meeting of the Board of Commissioners
February 9, 2015

Board President Leslie Mc Roberts called the Special Session to order at 8:00 a.m. Other District representatives present included Commissioners Todd Citron and Laura Weide, District Engineer Bill Hunter, consulting engineer Melanie Mankamyer, General Manager Patrick Sorensen, legal counsel Simi Jain, Finance Manager Debi Hill, Maintenance Supervisor Randy Craker and Recording Secretary Lyn Edwards. Commissioners Ian Millar and Bruce R. Ford were excused from the meeting. There were no members of the public present.

- Cancel February 11, 2015 Regular Meeting

Due to the lack of a quorum, the February 11, 2015 Regular Meeting was cancelled and replaced by the February 9, 2015 Special Meeting.

Action Taken

Weide moved, Citron seconded, to cancel the February 11, 2015 Regular Meeting due to lack of a Board quorum. Motion passed.

- Consent Agenda

Action Taken

Weide moved, Citron seconded, approval of:

- **Accounts Payable Vouchers totaling \$39,010.57**
- **Payroll for Pay Period # 3 (1/17/2014 through 1/31/2015) totaling \$39,651.81**
- **Payroll Benefits for Pay Period #3 totaling \$36,444.76**
- **Fourth Quarter 2014 L & I totaling \$6,024.92**
- **Fourth Quarter 2014 Employment Security totaling \$242.98**
- **Minutes for the January 28, 2015 Meeting**

Motion passed.

- 2014 Water System Rehab & Replacement – Final Acceptance

Hunter reported that Carman's Construction LLC has completed all of the contract requirements for the 2014 Water System Rehab and Replacement Project. Staff therefore recommends accepting the project as complete. The water system rehab work for 2014 included replacing 23 obsolete fire hydrants in Sudden Valley. Discussion ensued.

Action Taken

Weide moved, Citron seconded, to accept the 2014 Water System Rehab and Replacement Projects as complete and to direct staff to close out the project. Motion passed.

- Consolidating Small Water Districts

Sorensen reminded the Board that the Washington State Department of Health is encouraging the merger of small water systems with larger water Districts. DOH is also making grant funding available to help pay for feasibility studies for these potential mergers. Sorensen then gave a brief overview of small water purveyors that are adjacent to or located within the District's service area. Following discussion, the Board requested that this item be included on the agenda for the March 11, 2015 meeting for further discussion.

- Labor Needs Analysis

Sorensen presented highlights of a labor needs analysis that he prepared in response to the Board's request. The District needs to review staffing levels periodically to insure that they are sufficient to respond to the changing needs of the industry. Discussion followed the presentation. The Board requested that this item be included on the agenda for the March 11, 2015 Regular Meeting.

- Monthly Budget Analysis

Hill gave an overview of the Monthly Budget Analysis for January 2015. She also noted that about 30 Senior/Disabled Discount Rate applications had been received so far. Discussion followed.

- Summary of Existing District Projects

Hunter reported on the status of the District's current projects. Discussion followed.

- Other Business


Reader Board Announcements

Sorensen requested Board direction regarding a request that was received to put an announcement on the Lakeway reader board. Following a brief discussion, it was decided that the reader board would be used for District announcements only.

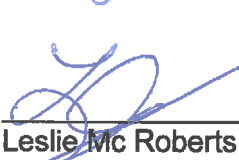
- Manager's Report

Sorensen reported on the next Lake Whatcom Policy Group meeting, the Joint Councils/Commissioners meeting scheduled for April 22, 2015 and the annual employee recognition dinner which is scheduled to take place on Friday February 27th at 5:30 p.m.

With no further business, Mc Roberts adjourned the Special Session at 9:02 a.m.


 Recording Secretary, Lyn Edwards

2/25/2015
 Date Minutes Approved


 Leslie Mc Roberts


 Todd Citron


 Laura Weide