

Lake Whatcom Water and Sewer District  
Regular Meeting of the Board of Commissioners  
June 29, 2016

Acting Board President Todd Citron called the Regular Session to order at 8:03 a.m. Other District representatives present included Commissioners Curtis Casey and Bruce R. Ford, General Manager Patrick Sorensen, District Engineer Bill Hunter, consulting engineer Melanie Mankamyer, legal counsel Robert Carmichael, Finance Manager and Recording Secretary Debi Denton. Commissioners Weide and Millar were excused from the meeting. A list of interested participants is on file.

- Consent Agenda

- Action Taken

- Casey moved, Ford seconded, approval of:

- Accounts Payable Vouchers totaling \$104,144.72
    - Payroll for Pay Period #13 (6/4/2016 through 6/17/2016) totaling \$40,800.25
    - Payroll Benefits for Pay Period #13 totaling \$40,413.56
    - Minutes for the June 8, 2016 Meeting

- Motion passed.

- Whatcom Falls Manhole Repair/Replacement Project – Contract Award

Hunter explained that the Whatcom Falls Manhole Repair project involves the replacement of an existing 48-inch sanitary sewer manhole in Whatcom Falls Park with a new 60-inch manhole and associated piping. An Advertisement for Bids was published in the Bellingham Herald on 6/7/2016 and three bids were received and opened on 6/22/2016. Project costs have escalated from original estimates for several reasons: (1) the City of Bellingham permitting and bypass plan review process is more involved than anticipated, (2) the City requirement that the manhole diameter size be increased from 4-feet to 5-feet, (3) bidding during the summer construction season equates to inflated bid prices, and (4) work is required to be performed during the dry summer months only. The 2016 approved budget allocated \$97,482 for the design and construction of the project. The current estimated cost of the project is \$159,287.73. There are sufficient funds in the System Reinvestment Fund to accommodate the difference between the 2016 budgeted amount and the current estimated project costs.

- Action Taken

- Ford moved, Casey seconded, to amend the 2016 budget to utilize available funds from the District's System Reinvestment Fund to fund the total estimated project cost of \$160,000.00. Motion passed.

- Action Taken

- Ford moved, Casey seconded, to award the Whatcom Fall Manhole Rehab project to Carman's Construction, LLC for a total contract amount of \$117,112.73 for Bid Schedule A – BASE BID (includes state sales tax), and authorize the general manager to sign and execute the construction contract. Motion passed.

- North Shore Water Quality Testing Proposal – Herrera Environmental Consultants

Rob Zisette, from Herrera Environmental Consultants gave a presentation regarding their proposal to develop a water testing program for the District. Following the presentation it was decided that Herrera would prepare a scope of work and budget for the Board to consider.

- Executive Session Per RCW 42.30.110(1)(i) - Potential Litigation – 30 Minutes

Citron recessed the Regular Session to Executive Session at 9:30 a.m. The purpose of the Executive Session was to discuss pending litigation. It was estimated that the Executive Session would take about 30 minutes. Citron recessed the Executive Session and reconvened the Regular Session at 9:55 a.m.

- Washington State Department of Health 2016 Small Water System Consolidation Grant  
Sorensen presented a project scope description for a feasibility study to consolidate three Group 1 water systems in the District's North Shore service area including the Eagleridge, Agate Heights and Agate Bay Trailer Park water systems. In addition, two Group B water systems and numerous individual homes will also be considered for consolidation. The cost of the study would be funded by a \$30,000.00 Washington State Department of Health Grant. Discussion followed.

**Action Taken**

**Casey moved, Ford seconded, to approve the acceptance of the Department of Health 2016 Small Water Systems Consolidation Grant and authorize the General Manager to sign and execute the agreement on behalf of the District. Motion passed.**

- Division 22 Reservoir Project – Engineering Contract Amendment

Hunter presented an engineering agreement amendment to add "Phase 3 – Construction Management which includes additional design services requested by the District, Construction Administration Support, Submittal Review, Construction Meetings, Startup & Commissioning Plan, Inspection, Operation & Maintenance Manual, and Record Drawings. Discussion followed.

**Action Taken**

**Casey moved, Ford seconded, to authorize the General Manager to execute an Amendment to Gray & Osborne's Engineering's Architectural/Engineering Agreement to include Phase 3 – Construction Management based on time and materials not to exceed \$146,790.00. Motion passed.**

- Other Business

**July 13, 2016 Regular Meeting**

The Board rescheduled the July 13<sup>th</sup> meeting to Monday July 11, 2016 at 8:00 a.m.

- Manager's Report

The Manager's Report was discussed.

With no further business, Citron adjourned the Regular Session at 10:30 a.m.

*Debi Denton*

Recording Secretary, Debi Denton

*7-11-2016*

Date Minutes Approved

*[Signature]*

Todd Citron

Bruce R. Ford

*[Signature]*

Curtis J. Casey