

Lake Whatcom Water and Sewer District  
Regular Meeting of the Board of Commissioners  
July 11, 2012

Board President Leslie Mc Roberts called the Regular Session to order at 6:30 p.m. Other District representatives present included Commissioners Deborah Lambert, John W. Millar and Todd Citron, General Manager Patrick Sorensen, District Engineer Bill Hunter, legal counsel Brian Hansen, consulting engineer Melanie Mankamyer, Finance Manager Debi Hill and Recording Secretary Lyn Edwards. Commissioner Weide was excused from the meeting. No members of the public were present.

- Consent Agenda

- Action Taken

- Lambert moved, Citron seconded, approval of:

- General and Construction Fund Vouchers totaling \$152,091.66
    - Payroll for Pay Period 13 (June 9, 2012 through June 22, 2012) totaling \$38,332.20
    - Payroll Benefits for Pay Period 13 totaling \$35,166.73
    - Group Health Voucher totaling \$1,403.61
    - Payroll for Pay Period 14 (June 23, 2012 through July 6, 2012) totaling \$37,085.78
    - Payroll Benefits for Pay Period 14 totaling \$34,944.48
    - Minutes for the June 27, 2012 meeting

- Motion passed.

- District Financial Review

Finance Manager Debi Hill gave a detailed mid-year report on the District's finances and how they are managed. The report included an overview of the various funds and their funding sources, account coding, cash versus accrual basis accounting, internal controls, state reporting requirements, audit scheduling, investment procedures, accounting software and long term goals. A question and answer period followed the presentation.

- Inter-local Agreement with City of Bellingham – Aquatic Invasive Species Program

Sorensen explained that the District has committed \$45,000.00 in this year's budget to provide funding assistance for the City's 2012 Lake Whatcom Aquatic Invasive Species Prevention Program. The District's funds will be used to pay for seasonal staff wages and associated costs. The commitment is for 2012 only, but can be renewed in the future if desired. The Board briefly discussed the agreement.

- Action Taken

- Lambert moved, Citron seconded, to approve the 2012 Aquatic Invasive Species Prevention Program Interlocal Agreement with the City of Bellingham as presented.

Motion passed.

- Summary of Existing District Projects

Hunter presented highlights of several ongoing and recently completed projects. The Board was also shown a video of a diver cleaning and inspecting the inside of the Division 7 Reservoir as a part of the District's Reservoir Inspection and Maintenance Project. Discussion followed.

- Other Business

- WRIA Process

- Mc Roberts reported on a web site presentation entitled "Water in Whatcom County: Tribal Water Right Adjudication". Discussion followed.

- Manager's Report

Sorensen reported that labor negotiations are going well and the new union contract should be ready by this fall. The WASWD Fall Conference in Spokane was also briefly discussed.

- General Manager Performance Evaluation Process – Executive Session

Mc Roberts recessed the Regular Session to Executive Session at 7:55 p.m. The purpose of the Executive Session was to discuss the General Manager's Performance Evaluation. It was estimated that the Executive Session would take about thirty minutes. Mc Roberts recessed the Executive Session and reconvened the Regular Session at 8:30 pm.

With no further business, Mc Roberts adjourned the Regular Session at 8:31 p.m.

Lyn Edwards  
Recording Secretary, Lyn Edwards

7-25-2012  
Date Minutes Approved

Todd Citron  
Leslie Mc Roberts

Deborah Lambert

John W. Millar