

Lake Whatcom Water and Sewer District
Regular Meeting of the Board of Commissioners
January 8, 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 and Todd Citron, District Engineer Bill Hunter, legal counsel Brian Hansen, Finance Manager Debi Hill and Recording Secretary Lyn Edwards. Commissioner Laura Weide attended the meeting via speakerphone.

- Public Comment

Sudden Valley resident Kingsley Morse inquired about the District's radio read water meters.

- Consent Agenda

- Action Taken

- Millar moved, Lambert seconded, approval of:

- Accounts Payable Vouchers totaling \$70,091.55
 - Payroll for Pay Period # 26 (12/7/2013 through 12/20/2013) totaling \$41,410.45
 - Payroll Benefits for Pay Period #26 totaling \$36,841.12
 - Payroll for Pay Period #1 (12/21/2013 through 1/3/2014) totaling \$38,437.98
 - Payroll Benefits for Pay Period #1 totaling \$36,420.18
 - Minutes for the December 23, 2013 Meeting

- Motion passed.

- Election of Board Officers for 2014 – Resolution #800

Per RCW 57.12.010, the Board shall annually elect one of its members as president and another as secretary. The Board briefly discussed the two offices.

- Action Taken

- Lambert moved, Citron seconded, to elect Commissioner Leslie Mc Roberts to serve as Board President for 2014. Motion passed.

- Action Taken

- Lambert moved, Millar seconded, to elect Commissioner Todd Citron to serve as Board Secretary for 2014. Motion passed.

- Confirm Regular Meeting Dates and Times for 2014 – Resolution #801

The Board establishes regular meeting dates and times at the first meeting of each year. For 2013, the regular board meetings were held on the second Wednesday of each month at 6:30 p.m. with a second meeting on the last Wednesday of each month at 8:00 a.m. The Board discussed the proposed regular meeting dates and times for 2014 and decided to reschedule the first meeting in April and the second meeting in November.

- Action Taken

- Citron moved, Lambert seconded, to adopt Resolution 801 Establishing the Regular Meeting Dates and Times for 2014 as the second Wednesday of each month at 6:30 p.m. and the last Wednesday of the month at 8:00 a.m. with the exception of the first meeting in April which will take place on Monday April 7th at 8:00 a.m. and the second meeting in November which will take place on Monday November 24th at 8:00 a.m. Motion passed.

• Monthly Budget Analysis

Hill gave an overview of the Monthly Budget Report and the 2013 Year End Summary and answered questions from the Board.

• Summary of Existing District Projects

Hunter reported on the District's projects that are currently in progress.

• Draft Sewer Comprehensive Plan

Mankamyler led a discussion regarding the District's draft Sewer Comprehensive Plan, eliciting comments from the Board. Following a lengthy discussion, staff was requested to include the Comprehensive Plan on the agenda for the next several meetings.

• On-Call Engineering Services Contract for 2014 – Wilson Engineering

Hunter explained that Wilson Engineering submitted a letter with their 2014 proposed rates for non-project services to staff for budgeting purposes in the fall. However, the Board has not yet formally approved their proposed fees for 2014. Discussion followed.

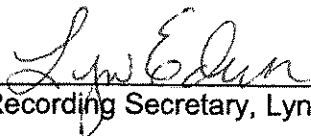
Action Taken

Lambert moved, Citron seconded, to approve Wilson Engineering's proposed fees for general engineering services in 2014. Motion passed.

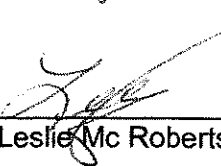
• Other Business

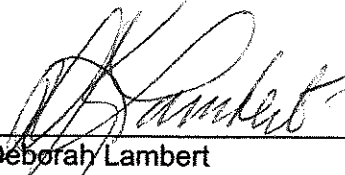
The Board discussed agenda items for future meetings including Late Fees, Sewage Treatment Contract Negotiations and the rate study.

With no further business, Mc Roberts adjourned the Regular Session at 7:45 p.m.

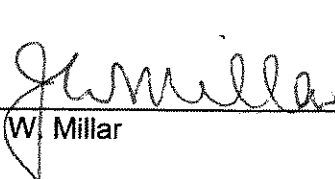

Recording Secretary, Lyn Edwards

1-29-2014
Date Minutes Approved


Leslie Mc Roberts


Deborah Lambert


Todd Citron


John W. Millar


Laura Weide