

Lake Whatcom Water and Sewer District  
Regular Meeting of the Board of Commissioners  
February 12, 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, Laura Weide and Todd Citron, General Manager Patrick Sorensen, District Engineer Bill Hunter, Consulting Engineers Melanie Mankamyer and Danielle Johnston, Finance Manager Debi Hill and Recording Secretary Lyn Edwards. There were no members of the public present.

- Consent Agenda

- Action Taken

- **Weide moved, Lambert seconded, approval of:**

- **Accounts Payable Vouchers totaling \$90,742.43**
    - **Payroll for Pay Period # 3 (1/18/2014 through 1/31/2014) totaling \$38,075.23**
    - **Payroll Benefits for Pay Period #3 totaling \$36,133.07**
    - **2013 4<sup>th</sup> Quarter Employment Security and Labor and Industries totaling \$6,041.56**
    - **Minutes for the January 29, 2014 and January 31, 2014 Meetings**
  - **Motion passed.**

- Interlocal Agreement with City of Bellingham - 2014 Aquatic Invasive Species Program  
Sorensen presented a proposed agreement with the City of Bellingham for the 2014 Lake Whatcom Aquatic Invasive Species Prevention Program. The District, the City and Whatcom County have jointly financed the Program over the last several years. The maximum payable under this Agreement is \$50,000.00 which is the same amount that the District paid towards the 2013 Program. The Board discussed the agreement.

- Action Taken

- **Weide moved, Millar seconded, to approve the 2014 Interlocal Agreement with the City of Bellingham for the 2014 Lake Whatcom Aquatic Invasive Species Prevention Program in an amount not to exceed \$50,000.00. Motion passed.**

- Adoption of Wastewater Treatment Contract with the City of Bellingham  
Sorensen reported that the Wastewater Treatment Contract with the City of Bellingham is ready for the Board's consideration. The presented document is a culmination of three years of detailed negotiations between the District and the City. The Board discussed the proposed Wastewater Treatment Contract.

- Action Taken

- **Lambert moved, Citron seconded, to approve the Wastewater Treatment Contract with the City of Bellingham as presented. Motion passed.**

- Boulevard Sewer Pump Station Engineering Contract-Amendment #1 Design and Bidding  
Hunter informed the Board that RH2 has completed the Phase 1 work with the exception of the public hearing for the shoreline permit which has not yet been scheduled by Whatcom County. Staff and RH2 are now ready to proceed with the Phase 2 work. Phase 2 includes detailed design, development of construction contract documents (plans & specifications), additional permitting, and assistance with the bidding process.

**Action Taken**

**Citron moved, Lambert seconded, to authorize the General Manager to execute A/E (architectural & engineering) Agreement Amendment #1 for Phase 2 work for the not-to-exceed amount of \$96,424.00. Motion passed.**

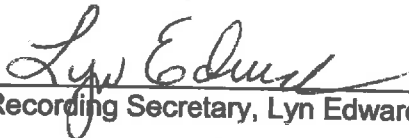
- **Strawberry Point Sewer Pump Station-Pre-design Engineering Contract**  
Hunter reported that at the March 13, 2013 meeting, the Board selected RH2 Engineering to do the design work on the Strawberry Point Sewer Pump Station Upgrade project. Strawberry Point Sewer Pump Station Phase 1 - Predesign and Shoreline Permitting is incorporated into the District's approved 2014 budget. Phase 2, Phase 3 and construction are scheduled for completion in 2015. In order to be ready for construction in the summer of 2015, Pre-design work and the Whatcom County Substantial Shoreline Development permitting needs to begin this year.

**Action Taken**

**Lambert moved, Weide seconded, to approve RH2 Engineering's Phase 1 Scope of Work and Fee Estimate for time and materials not to exceed \$101,453.00 and to authorize the General Manager to execute the Architectural/Engineering Agreement. Motion passed.**

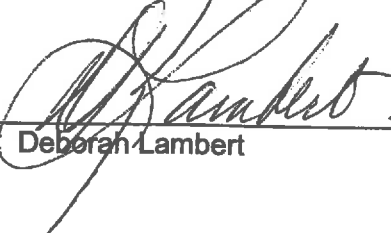
- **Monthly Budget Analysis**  
Hill gave an overview of the January 2014 budget analysis. Discussion followed.
- **Summary of Existing District Projects**  
Hunter reported on the District's current projects with particular attention to the Sudden Valley Water Treatment Plant Generator replacement project.
- **Draft Sewer Comprehensive Plan**  
The Board discussed and provided their input on the proposed Stormwater Chapter of the draft Sewer Comprehensive Plan. Further discussion of the Comprehensive Plan will take place at the February 26, 2014 meeting.
- **Other Business**  
The Board briefly discussed the schedule for finding new legal counsel for the District. The District's current attorney is retiring in July of 2014. WRIA 1 was also briefly discussed.
- **Manager's Report**  
Sorensen reported on the schedule of upcoming meetings including the Lake Whatcom Policy Group, Joint Councils/Commissioners Meeting for 2014 and the WRIA 1 Planning Unit meeting.

With no further business, Mc Roberts adjourned the Regular Session at 8:01 p.m.

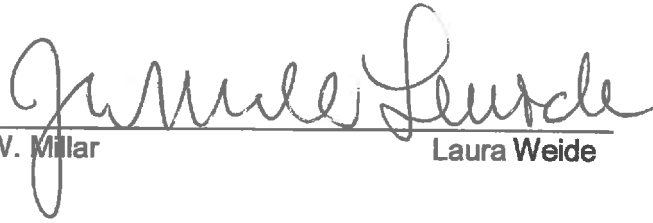
  
Recording Secretary, Lyn Edwards

2/26/2014  
Date Minutes Approved

  
Leslie Mc Roberts

  
Deborah Lambert

  
Todd Citron



A handwritten signature in cursive script, appearing to read "John W. Millar". The signature is written in dark ink and is positioned above a horizontal line.

John W. Millar

Laura Weide