



LAKE WHATCOM WATER AND SEWER DISTRICT
1220 LAKEWAY DRIVE
BELLINGHAM, WASHINGTON 98229

REGULAR MEETING
OF THE BOARD OF COMMISSIONERS

AGENDA

January 28, 2015

8:00 a.m. – Regular Session

1. CALL TO ORDER
2. PUBLIC COMMENT OPPORTUNITY
At this time, members of the public may address the Commission. Please state your name prior to making comments.
3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA
4. CONSENT AGENDA
5. SPECIFIC ITEMS OF BUSINESS:
 - A. 2014 Sewer System Rehab & Replacement – Final Acceptance
 - B. Reschedule February 11, 2015 Regular Meeting
6. OTHER BUSINESS
7. MANAGER'S REPORT
8. PUBLIC COMMENT OPPORTUNITY
9. ADJOURNMENT



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	January 20, 2015		
TO BOARD OF COMMISSIONERS			
FROM: Bill Hunter	MANAGER APPROVAL <i>Paul J. Hunter</i>		
MEETING AGENDA DATE:	January 28, 2015		
AGENDA ITEM NUMBER:	5.A.		
SUBJECT:	2014 Sewer System Rehab & Replacement-Final Acceptance		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL:	1.		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input checked="" type="checkbox"/>	INFORMATIONAL/ OTHER <input type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Olson Brothers Pro-Vac, LLC has completed all contract requirements. Staff recommends accepting the project as complete.

The work included grouting 54 manholes, 118,294 lineal feet of smoke testing in Sudden Valley, 30 sewer main chemical grout repairs, and 3 cured-in-place sewer main spot repairs. Summary of system deficiencies found during smoke testing include:

- 5 Sewer Lateral / Side Sewer Breaks
- 20 Leaking Manholes
- 2 Roof Drains connected to sewer
- 39 Broken Cleanouts

Deficiencies will be corrected this winter/spring/summer. Many of the Broken Cleanouts have been repaired by District crews.

FISCAL IMPACT

On May 28, 2014, the Board of Commissioners awarded a construction contract to Olson Brothers Pro-Vac, LLC for an original contract amount of \$112,747.78 including sales tax. The Board also authorized staff to adjust quantities to utilize the full budgeted amount of \$140,000 set aside for sewer system rehabilitation and replacement. Actual expenses are summarized as follows:

Original Construction Contract	\$103,915.00
Change Order #1	\$30,409.33 *
Change Order #2	<u>(\$5,077.03) **</u>
Subtotal	\$129,247.30
8.5% Sales Tax	<u>\$10,986.02</u>
Grand Total	\$140,233.32

Footnotes

- * *Added 67,576LF of smoke testing to contract to fully utilize 2014 budget for sewer system rehabilitation and replacement. Quantity was an estimate to complete a section of Sudden Valley*
- ** *Actual footage was less than estimated to complete the section in Sudden Valley. Change Order #2 subtracts 11,282LF from contract to reflect actual quantity of pipe smoke tested.*

RECOMMENDED BOARD ACTION

See proposed motion.

PROPOSED MOTION

Accept the 2014 Sewer Manhole Repair & Sewer Smoke Testing Project as complete and direct staff to close out the project.



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	January 20, 2015		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL <i>Patrick Sorensen</i>		
MEETING AGENDA DATE:	January 28, 2015		
AGENDA ITEM NUMBER:	5.B.		
SUBJECT:	Reschedule February 11, 2015 Regular Meeting		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1.		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION	FORMAL ACTION/ MOTION	INFORMATIONAL/ OTHER
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Due to Commissioner scheduling conflicts, the February 11, 2015 Regular Meeting will need to be cancelled and a special meeting scheduled in order to have a quorum. It was suggested that the special meeting be scheduled for Monday February 9th at 8:00 a.m.

FISCAL IMPACT

n/a

RECOMMENDED BOARD ACTION

Cancel February 11th regular meeting and schedule a special meeting.

PROPOSED MOTION

n/a



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	January 20, 2015		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL <i>Patrick Sorensen</i>		
MEETING AGENDA DATE:	January 28, 2015		
AGENDA ITEM NUMBER:	7.0		
SUBJECT:	Manager's Report		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1. Manager's Report		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input checked="" type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Updated information from the General Manager in advance of the Board meeting.

FISCAL IMPACT

None

RECOMMENDED BOARD ACTION

None required.

PROPOSED MOTION

None

General Manager Comments

January 28, 2015

Board Meeting

Important Upcoming Dates:

- **Meetings Associated with the Lake Whatcom Management Program:**
 - **Policy Group Meeting:** The next meeting is set for **February 25, 2015 at 6:30 p.m.** in the Bellingham City Council Chambers. This is a regular meeting of the Policy Group, but it is being held in the early evening as a public hearing in order to present the draft updated five - year Lake Whatcom plan. Com. Mc Roberts is our Board's representative, but anyone is welcome to attend. Remember, all Policy Group Meetings are publicly noticed by the District.
 - **Management Meeting:** The last meeting I attended with the Mayor and County Executive was on January 14. I talked about our agenda at the last Board meeting. Our next meeting is scheduled for an unnamed date in February.
- **Next Regular Board Meeting:** The next regular meeting is tentatively scheduled for **Monday, February 9, 2015 at 8:00 a.m.** This is not our regular time for the first meeting, and is proposed in light of some absences by Board members.
- **Employee Staff Meeting:** The next meeting is set for **Thursday, February 12, 2015 at 8:00 a.m.** in the Board Room. Commissioner Weide is scheduled to attend this meeting. Scheduling is rotated by alphabetical order each month.
- **Washington Association of Sewer & Water Districts (WASWD) Section III Meeting:** The next Section III meeting will be held on **Tuesday, February 10, 2015** at Bob's Burger and Brew in Tulalip at 6:15 p.m. All WASWD Section III Meetings are publicly noticed by the District.
- **Whatcom Water District's Caucus Meeting:** The next meeting is set for **February 18, 2015** at 1:00 p.m. in the District Board Room. This meeting is held on the third Wednesday of each month.

Other:

- **Committee Meeting Reports as Needed:** This is a place holder for Board and staff members to report on recent committee meeting reports since the last Board Meeting.

- **FYI - Proposal to Authorize a County Utility Tax:** There is a proposal in the State Legislature to grant Counties the authority to charge a utility tax of up to 6% on gross receipts on a variety of utilities including water and sewer. Presently only cities have the authority to charge such a tax. Counties are seeking parity with cities. We will be watching this proposal as it moves through the legislature.
- **FYI - District Agenda Topics Update:** As was discussed at the January 14 meeting and as outlined in the "Summary of Action Items" we are preparing to address the three rated topics; Labor Needs Analysis, Debt Management and Fiscal Policies, & Small Water System Mergers. Again, these are our priorities to address and report back to the Board.
- **Misc. Activities of the General Manager:** The following are activities and meetings I have been involved with since the last Board meeting: 2 Manager's staff meetings, 2 weekly meetings with crew, day and ½ annual planning meeting with Sewer & Water Risk Management Pool Board in Blaine, finished annual ICMA Professional Manager Recertification, personnel issue, AWWA webinar re water contamination & response guidelines, Whatcom water districts caucus meeting, lunch meeting with union leadership with Bill Hunter re labor/management issues, Lake Whatcom Inter-agency Coordinating Team Meeting (ICT), Whatcom County Coordinated Water System Plan Meeting (WUCC) with Bill Hunter - elected chairperson, & Washington Association of Sewer & Water Districts Board Meeting in Tukwila.
- **Notice of Appreciation:** The attached is a nice letter from a customer thanking our Utility Systems Support Specialist Miguel Gillis for his outstanding customer service. Miguel is the eyes and ears of the District on the street.



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PUBLISHED ON FRIDAY, JANUARY 16, 2015

Legislative Bulletin

Media Time

County utility tax authority proposal

Next week, the House Local Government Committee is scheduled to hear HB 1133, which would allow counties to impose a utility tax on electricity, natural gas, sewer, cable, solid waste, water and telephone. Under current law, cities can impose a tax on the gross operating revenues earned by private utilities from operations within the boundaries of a city and by a city's own municipal utilities. Counties do not have this taxing authority.

This proposal allows counties to impose a utility tax under the following conditions:

- The rate may not exceed 6%.
- The tax may be imposed on a utility serving city customers. However, the county must provide a credit against the tax for any utility tax imposed by a city.
- The tax may be submitted to voters but is not required to be.

AWC is reviewing this proposal and will provide comments to the prime sponsor and the Washington State Association of Counties prior to the hearing scheduled for Thursday, January 22, at 1:30 pm in the House Local Government Committee. Cities with comments about this proposal can contact AWC's Victoria Lincoln or Serena Dolly.

Categories: Budget and Finance

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January 11, 2015

Bill Hunter

**Lake Whatcom Water and Sewer District
1220 Lakeway Drive
Bellingham, WA 98229**

Dear Mr. Hunter:

I would like to commend Mr. Miguel Gillis, our meter reader, for his patience and respect in answering my questions regarding issues with our water service.

He has answered my questions with clarity and I was very grateful. The water district office is fortunate to have him for an employee.

Respectfully,

A handwritten signature in cursive script that reads "Dave Krikourian".

Dave Krikourian

**4815 Lewis Avenue
Bellingham, WA 98229**



LAKE WHATCOM WATER & SEWER DISTRICT

1220 Lakeway Drive
Bellingham, WA, 98229

(360) 734-9224
Fax 738-8250

January 22, 2015

Michael "Miguel" Gillis
Utility Systems Support Specialist
Lake Whatcom Water and Sewer District
1220 Lakeway Dr.
Bellingham, WA 98229

Subject: Customer Service Thank You

Dear Miguel:

On behalf of the District and the Board of Commissioners I want to thank you for the excellent customer service that you provide the rate payers on a daily basis. Mr. Dave Krikourian recently sent the attached letter thanking you for your service rendered in addressing some issues that he had.

Your ongoing diligence in treating our customers with respect and patience on sometimes challenging issues is appreciated greatly by all. Miguel, as you know this is not the first letter we have received by an appreciative customer.

Job well done!

A handwritten signature in black ink, appearing to read "Patrick", is written over a horizontal line.

Patrick Sorensen

General Manager

cc: Board of Commissioners

Mr. Dave Krikourian

Personnel File