

Lake Whatcom Water and Sewer District
Regular Meeting of the Board of Commissioners
April 8, 2015

Board President Leslie Mc Roberts called the Regular Session to order at 6:30 p.m. Other District representatives present included Commissioners Todd Citron, Ian Millar and Bruce R. Ford, General Manager Patrick Sorensen, consulting engineer Melanie Mankamyer, legal counsel Robert Carmichael, Finance Manager Debi Hill and Recording Secretary Lyn Edwards. Commissioner Weide was excused from the meeting. A list of interested participants is on file.

- Public Comment

Sudden Valley resident Hilary Pellegrino spoke to the Board about a water leak that occurred at her home. Sorensen will follow up with Ms. Pellegrino's issue.

- Additions, Deletions, or Changes to the Agenda

Sorensen stated that two additional items will be added to the agenda; a presentation regarding the Lake Whatcom Management Program by Clare Fogelsong of the City of Bellingham and an executive session per RCW 42.30.140(4)(a) Collective Bargaining and Negotiations.

- Presentation Regarding the Lake Whatcom Management Program

Clare Fogelsong from the City of Bellingham gave a presentation regarding the draft Lake Whatcom Management Program Work Plan for 2015 through 2019 and answered questions from the Board. The Plan will be formally presented to the City Council, County Council and the District's Board of Commissioners at the April 22, 2015 Joint Councils/Commissioners meeting for adoption.

- Consent Agenda

- Action Taken

- Citron moved, Ford seconded, approval of:

- **Accounts Payable Vouchers totaling \$204,776.98**
 - **Accounts Payable Voucher totaling \$869.59**
 - **Payroll for Pay Period # 7 (3/13/2015 through 3/27/2015) totaling \$39,992.83**
 - **Payroll Benefits for Pay Period #7 totaling \$36,980.64**
 - **Minutes for the March 11, 2015 and March 25, 2015 Meetings**

- Motion passed.**

- Purchase Policy Update – Resolution 813

Sorensen presented Resolution 813 updating and consolidating the District's purchasing policies per District Legal Counsel recommendations. The Resolution will rescind Resolution 733; Small Works Roster, Resolution 755; Purchase Policy and Resolution 789; Purchase Orders. This policy update will be incorporated into the District's Administrative Code which will be presented to the Board at the April 29th meeting. Discussion followed.

- Action Taken

- Ford moved, Citron seconded, to adopt Resolution 813 as presented. Motion passed.**

- Monthly Budget Analysis

The Monthly Budget Analysis was briefly discussed.

- Summary of Existing District Projects

The Board reviewed and discussed the Summary of Existing District Projects. Sorensen answered questions from the Board.

- North Shore Sewer Service Area

Sorensen reported that at the March 11, 2015 Commissioner meeting District Legal Counsel Bob Carmichael was asked to provide an analysis regarding the potential for the extension of a sewer line into the North Shore area to serve approximately 80 to 100 existing homes that are currently utilizing septic tanks. The homes are very near the lake; between North Shore Road and the shoreline of Lake Whatcom. The Board consequently asked legal counsel to prepare a brief analysis of legal approaches that could be followed and their probable results. Carmichael reviewed his analysis and answered questions from the Board. No action was taken.

- Manager's Report

Water Leak Adjustment Policy

Sorensen asked for Board direction on a customer's request for a water leak adjustment for a leak that occurred in the home's crawl space. The District's policy states that "The District will adjust high customer water bills resulting from in-ground service line breaks between the water meter and the entry point of service into the building." Staff explained that the rationale behind the policy was that a homeowner would not be likely to be aware of an in-ground leak until the District's meter reader reported high usage and a "spin" on the meter. The Board discussed the policy and decided that a water leak in the crawl space of a home would fit the rationale behind the policy and therefore qualify for a leak adjustment credit.

Action Taken

Citron moved, Ford seconded, to make an exception to the District's leak adjustment credit policy for the leak that occurred in the crawl space at 4 Barn View Circle given that this scenario fits the rationale behind the policy. Motion passed.

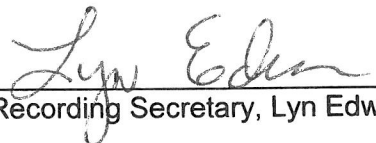
- Executive Session Per RCW 42.30.140(4)(a) – Collective Bargaining & Negotiations-15 Minutes

Action Taken

Ford moved, Citron seconded, to recess to Executive Session Per RCW 42.30.140(4)(a) to discuss Collective Bargaining and Negotiations. Motion passed.

Mc Roberts recessed the Regular Session to Executive Session at 8:25 p.m. It was estimated that the Executive Session would take about 15 Minutes. The purpose of the Executive Session was to discuss Collective Bargaining and Negotiations. Mc Roberts recessed the Executive Session and reconvened the Regular Session at 8:45 p.m.

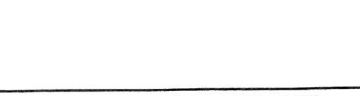
With no further business, Mc Roberts adjourned the Regular Session at 8:45 p.m.

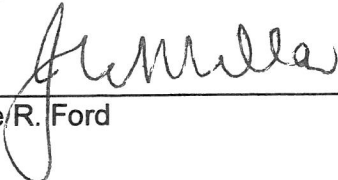

Recording Secretary, Lyn Edwards


Date Minutes Approved



Leslie Mc Roberts

Todd Citron

John W. Millar

Bruce R. Ford

