

Lake Whatcom Water and Sewer District
Regular Meeting of the Board of Commissioners
September 30, 2015

Board President Leslie Mc Roberts called the Regular Session to order at 8:00 a.m. Other District representatives present included Commissioners Todd Citron, Ian Millar, Laura Weide and Bruce R. Ford, General Manager Patrick Sorensen, District Engineer Bill Hunter, consulting engineer Melanie Mankamyer, Finance Manager Debi Denton and Recording Secretary Lyn Edwards. Additional staff members present were Construction Engineer Kristen Hemenway, Maintenance Supervisor Randy Craker and Maintenance Worker Jason Dahlstrom.

- Public Comment

City of Bellingham Council Member Michael Lilliquist spoke to the Board regarding Lake Whatcom Watershed stormwater management issues and the need for further participation by the District in helping to address stormwater issues.

- Consent Agenda

- Action Taken

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

- **Accounts Payable Vouchers totaling \$109,520.62**
 - **Payroll for Pay Period # 19 (8/29/2015 through 9/22/2015) totaling \$44,442.00**
 - **Payroll Benefits for Pay Period #19 totaling \$40,590.79**
 - **Payroll for Pay Period #20 (9/12/2015 through 9/25/2015) totaling \$38,848.13**
 - **Payroll Benefits for Pay Period #20 totaling \$37,870.49**
 - **Minutes for the September 9, 2015 Meeting**

- **Motion passed.**

- Whatcom County Multi-Jurisdictional Hazard Mitigation Plan Update-Resolution 818

Sorensen reported that at the July 29, 2015 meeting, the Board adopted the Whatcom County Multi-Jurisdictional Hazard Mitigation Plan Update by motion. Staff subsequently forwarded the July 29th meeting minutes to Whatcom County Division of Emergency Management but have since been informed that a Resolution will be required from the District instead of meeting minutes. The Board considered Resolution 818 adopting the Whatcom County Multi-Jurisdictional Hazard Mitigation Plan Update.

- Action Taken

- **Citron moved, Weide seconded, to approve Resolution 818 adopting the Whatcom County Multi-Jurisdictional Hazard Mitigation Plan Update. Motion passed.**

- Water Main Breaks

This agenda item is a continuation of the discussion held at the September 9th meeting regarding water main breaks. Maintenance Supervisor Randy Craker directed the Board's attention to samples of pipes and leak bands that are typically used in the field and explained the procedures that are used to find and repair water main breaks. Discussion and a question and answer period followed.

- Review Power Outage Operations

At the September 9th meeting the Board inquired about emergency operations during a power outage; specifically, is the District adequately prepared? Maintenance Worker Jason Dahlstrom was present to report on operations during the wind and rain storm of August 30, 2015 when the power was out for an extended period of time. During the ensuing discussion it was noted that the District needs a stationary generator at the Airport Sewage Pump Station and several more

portable generators to deal with power outages in the future. Adjustments to the District's SCADA reporting system and an emergency supply of food for the workers are also needed.

• Division 22 Reservoir – Design Phase 2 Engineering Agreement Amendment

Hunter reported that Gray & Osborne has completed its Phase 1 scope of work which included Project Management, Pre-Design, Topographic Surveying, Geotechnical, Conditional Use and Variance permitting. Staff recommends executing Amendment #1 for Phase 2 engineering services which include Design, Bidding, and Permitting. Prior to beginning detailed design, G&O will submit a revised life cycle cost memorandum using current market prices as well as comment on the seismic pros/cons of steel vs. concrete reservoirs.

The project is funded by a Drinking Water State Revolving Fund (DWSRF) loan. The original loan estimate includes a \$160,000 budget line item for Design, Permitting, and Bidding. The proposed amendment is within the original loan estimate budget. Discussion followed.

Action Taken

Weide moved, Ford seconded, to authorize the General Manager to execute agreement Amendment #1 with Grey and Osborne for Phase 2 Scope of Work as presented for time and materials not to exceed \$96,890. Motion passed.

• Other Business


Geneva A/C Mains Project

Hunter informed the Board that as a part of the Geneva A/C Mains Project a fire hydrant was installed on Fir Tree Way. Although the fire hydrant is within a county right of way, the property owners whose yard the hydrant is in object to that particular location and would prefer that it be moved to the other side of their driveway. Following discussion it was decided that the fire hydrant will be relocated to accommodate the property owner's wishes. Relocating the fire hydrant will add approximately \$6,000.00 to the total project cost.

• Manager's Report

Sorensen reported on the next Lake Whatcom Policy Group Meeting scheduled for October 5th and talked about the recent Washington Association of Sewer and Water District Conference in Wenatchee.


With no further business, Mc Roberts adjourned the Regular Session at 9:58 a.m.


Recording Secretary, Lyn Edwards

10-14-2015
Date Minutes Approved


Leslie Mc Roberts


Todd Citron


John W. Millar


Laura Weide


Bruce R. Ford