

Lake Whatcom Water and Sewer District  
Regular Meeting of the Board of Commissioners  
**September 9, 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, Laura Weide and Bruce R. Ford, General Manager Patrick Sorensen, District Engineer Bill Hunter, consulting engineer Melanie Mankamyer, legal counsel Robert Carmichael, Finance Manager Debi Denton and Recording Secretary Lyn Edwards. There were no members of the public present.

- Consent Agenda

- Action Taken

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

- **Accounts Payable Vouchers totaling \$481,204.08**
    - **Payroll for Pay Period # 18 (8/15/2015 through 8/28/2015) totaling \$39,395.61**
    - **Payroll Benefits for Pay Period #18 totaling \$38,580.48**
    - **Minutes for the August 26, 2015 Meeting**

- **Motion passed.**

- Long Term Waterline Maintenance Issues

This subject was placed on the agenda per the discussion regarding recent water main breaks at the August 26, 2015 meeting. Hunter reported on the District's experiences with water main breaks and reviewed potential causes including weather changes, heavy equipment use in the area and older waterlines that were not properly bedded during installation. Following discussion, the Board requested that this item be included on the agenda for the next regular meeting and that the Maintenance Foreman be present to answer additional questions.

- Monthly Budget Analysis

Denton summarized the August 2015 Monthly Budget Analysis and reported that the transition to the District's new bank, Washington Federal, is 90% complete. Discussion followed.

- Summary of Existing District Projects

Hunter gave a status report on the District's on-going projects and reviewed some of the projects that are being planned for the future. Topics included the additional Division 22 Reservoir, Reservoir Condition Assessment and the repair of the Outfall Manhole at Whatcom Falls Park.

- Geneva A/C Mains Project – Change Order #6

Hunter explained that proposed Change Order #6 for the Geneva A/C Mains Project is to add the replacement of the water main on Lakewood Lane. When the project was originally planned it was thought that this particular main was constructed of ductile iron pipe but during project construction it was found to be Asbestos/Cement. Although the addition of Lakewood Lane will add substantially to the project's cost, it is much cheaper to do the work now in conjunction with the A/C Main Replacements rather than later. The Board discussed Change Order #6.

- Action Taken

- **Citron moved, Millar seconded, to authorize the General Manager to execute proposed lump sum Change Order #6 to add 325 lineal feet of AC water main replacement on Lakewood Lane not to exceed \$75,000.00 (including sales tax). A separate change order for Traffic Control will be actual time and material not to exceed \$10,000.00 and asphalt restoration paid using contract unit price items 26B and H. Motion passed.**

• Manager's Report

Sorensen reported on the next Lake Whatcom Policy Group meeting scheduled for September 21<sup>st</sup> and talked about the upcoming Washington Association of Sewer and Water Districts Conference.

• Executive Session Per RCW 42.30.140(4) Personnel Issue – 30 Minutes

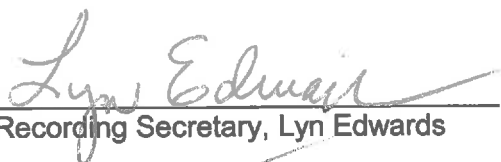
Mc Roberts recessed the Regular Session to Executive Session at 7:45 p.m. The purpose of the Executive Session was to discuss a personnel issue. It was estimated that the Executive Session would take about 30 Minutes. Mc Roberts recessed the Executive Session and reconvened the Regular Session at 8:15 p.m.

• General Manager Salary Adjustment

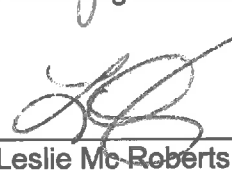
Action Taken

**Citron moved, Weide seconded, to authorize a 5% salary increase for the General Manager effective as of the next regular bi-monthly pay period. Motion passed.**

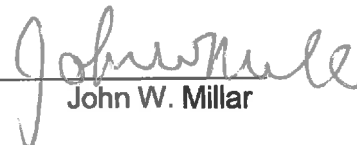
With no further business, Mc Roberts adjourned the Regular Session at 8:16 p.m.

  
Recording Secretary, Lyn Edwards

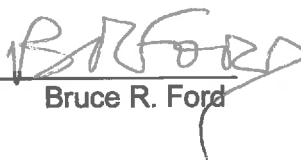
9/30/2015  
Date Minutes Approved

  
Leslie Mc Roberts

  
Todd Citron

  
John W. Millar

  
Laura Weide

  
Bruce R. Ford

LAKE WHATCOM WATER AND SEWER DISTRICT

Budget Action Worksheet

Meeting Date: September 9, 2015

COMMISSIONER APPROVAL:

Laura Weide

Todd Citron

Bruce R. Ford

Leslie Mc Roberts

John W. Millar

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*[Handwritten signature: Bruce R. Ford]*  
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*[Handwritten signature: John W. Millar]*  
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ACTION ITEM DESCRIPTION/PURPOSE	\$Amount +/-NTE	FUND	
		General	Construction
Geneva A/C Main Replacements Project – add 325 feet extra main on Lakewood Lane	NTE + \$75,000.00		X
Geneva A/C Main Replacements Project Additional Traffic Control – Time and Materials	NTE +\$10,000.00		X

Cc: Finance Manager

