

Lake Whatcom Water and Sewer District
Regular Meeting of the Board of Commissioners
April 27, 2016

Board President Laura Weide called the Regular Session to order at 8:00 a.m. Other District representatives present included Commissioners Todd Citron, Curtis Casey 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. Commissioner Millar was excused from the meeting. A list of interested participants is on file.

- Executive Session – Estimated Time 90 Minutes

Executive Session RCWs and subjects:

1. Per RCW 42.30.140 (4)(a) – Step 4 Grievance Meeting
2. Per RCW 42.30.110 (1)(i) – Discussion of Potential Litigation with Legal Counsel

Weide recessed the Regular Session to Executive Session at 8:01 a.m. The purpose of the Executive Session was to hold a Step 4 Union Grievance Meeting and to discuss Potential Litigation with Legal Counsel. It was estimated that the Executive Session would take about 90 minutes. At 9:30 a.m. the Board came out of Executive Session and announced that they would need an additional 30 minutes. Weide recessed the Executive Session and reconvened the Regular Session at 10:00 a.m.

Action Taken

Citron moved, Casey seconded, that after hearing the presentation from the Union and Ms. Heintz, the Board finds:

1. **Suspension, while often part of the progressive disciplinary process, would not have been helpful in this particular case and is not required prior to termination in all cases under the collective bargaining agreement.**
2. **There is just cause for the termination of Ms. Heinz.**

Therefore, the grievance appeal is denied and the General Manager's decision on Ms. Heinz' termination is affirmed. Motion passed.

- Consent Agenda

Action Taken

Casey moved, Ford seconded, approval of:

- **Accounts Payable Vouchers totaling \$42,198.17**
- **Accounts Payable Voucher – City of Bellingham totaling \$975.00**
- **Payroll for Pay Period #8 (3/26/2016 through 4/8/2016) totaling \$37,416.85**
- **Payroll Benefits for Pay Period #8 totaling \$37,827.81**
- **Payroll for Pay Period #9 (4/9/2016 through 4/22/2016) totaling \$39,843.47**
- **Payroll Benefits for Pay Period #9 totaling \$38,291.74**
- **Minutes for the April 11, 2016 Meeting**

Motion passed.

- Water Sampling Request for Proposals

Hunter presented a draft Request for Proposals for the North Shore area water quality testing program to evaluate whether or not the septic systems in a particular area are leaching into the lake causing water quality concerns. Discussion followed.

- Bonding Follow up Information

Denton reminded the Board that at the April 11th meeting, Jim Nelson from DA Davidson presented the option of refunding the District's current 2009 bond issue and re-financing the Post Point Improvements contract with the City of Bellingham. Nelson also stated that the District could include financing for other projects as long as they are ready to be built now. The Board asked staff to make a list of potential projects for inclusion in the Bond issue.

Staff recommended two projects for inclusion in the bond proposal; financing the additional costs for the Division 22 Reservoir Project \$800,000 and financing the Strawberry Point Pump Station Improvements Project \$400,000. The Board discussed adding the funding for these two projects to the bond issue.

Action Taken

Casey moved, Ford seconded, to approve the \$1.2 Million new money option to be included with the Refunding and Post Point refinance bond issue proposal. Motion passed.

- General Engineering and Country Club Pump Station Consultant Selection Committee

Hunter reported that the District advertised a Request for Qualifications for two projects: (1) General Engineering Services and (2) Country Club Sewer Pump Station Improvements. The General Engineering Services contract will be a 5-year agreement. The Country Club Sewer Pump Station Improvements is for pre-design thru construction – construction is planned for the summer of 2017. The District received submittals from six engineering firms.

Staff recommends forming a consultant selection committee to review and rank each firm's qualifications, discuss observations and thoughts with committee members, if needed interview short-listed firms, and conclude the process by making a recommendation to the Board of Commissioners for each of the two projects. The Board discussed the selection committee.

Action Taken

Casey moved, Ford seconded, that Commissioners Casey and Citron will participate in the consultant selection committee to review qualifications and select consultants for General Engineering Services and Country Club Sewer Pump Station Improvements. Motion passed.

- SVCA Culvert Replacement Coordination

This item was inadvertently left off of the agenda.

Action Taken

Casey moved, Ford seconded, to add SVCA Culvert Replacement Coordination to the agenda. Motion passed.

Hunter explained that Sudden Valley Community Association (SVCA) is planning to replace four storm drain culverts this summer. Three of the sites require relocation of District water and/or sewer mains to accommodate the new culvert configurations. SVCA would like the District to pay for relocating the water and sewer mains. District legal counsel Bob Carmichael discussed the legal requirements and options available to the District regarding the main relocation expenses. Discussion followed.

- Other Business

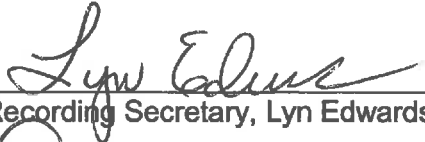
May 11, 2016 Regular Meeting

The time for the May 11, 2016 Regular Meeting was changed from 6:30 p.m. to 8:00 a.m.

- Manager's Report

The Manager's Report was briefly discussed.

With no further business, Weide adjourned the Regular Session at 10:45 a.m.



Recording Secretary, Lyn Edwards

5-11-2016

Date Minutes Approved




Laura Weide



Todd Citron

Bruce R. Ford



Curtis J. Casey

