

Lake Whatcom Water and Sewer District
Regular Meeting of the Board of Commissioners
September 14, 2016

Board President Laura Weide called the Regular Session to order at 6:30 p.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 and Recording Secretary Lyn Edwards. The two candidates for Commissioner Position #5; Chris Spens and John Carter were also present.

- Consent Agenda

- Action Taken

- **Casey moved, Citron seconded, approval of:**

- **Accounts Payable Vouchers totaling \$897,762.86**
 - **Payroll for Pay Period #19 (8/27/2016 through 9/9/2016) totaling \$**
 - **Payroll Benefits for Pay Period #19 totaling \$40,061.04**
 - **Minutes for the August 31, 2016 Meeting**

- **Motion passed.**

- Commissioner Position #5 Candidate Interviews

The District received two applications for Commissioner Position #5, Geneva. The two applicants were Chris Spens and John Carter. Each of the candidates were invited to discuss their qualifications and answer a series of specific questions from the Board.

- Monthly Budget Analysis

The Monthly Budget Analysis for August was briefly discussed.

- Summary of Existing District Projects

Hunter gave a status report on the District's current projects including the Whatcom Falls Manhole Project, Division 22 Reservoir Project and the Strawberry Point Sewage Pump Station Improvements Project. Discussion followed.

- Sewer Connection Issue

Resolution 828 - Requiring Connection to Sewer System was adopted at the August 18, 2016 regular meeting. Sorensen reported that staff has notified the effected property owners via certified mail that they must connect to the sewer system within twelve months; September 1, 2017. He also requested Board direction for dealing with those property owners for whom the connection costs would create a financial hardship. After discussing several options, the Board opted to wait until May of 2017 to revisit the issue before making a decision.

- Water System Plan Update

Sorensen informed the Board that the District's Water System Plan is valid through March 2017. The District has requested Wilson Engineering's assistance to update the Water System Plan in accordance with Department of Health guidelines. Wilson Engineering Task Order #2016-002 lists a total price of \$95,080.00 for this service. The Board discussed the Water System Plan Update.

- Action Taken

- **Casey moved, Citron seconded, to approve Wilson Engineering Task Order #2016-002 to update the District's Water System Plan in accordance with Washington State Department of Health guidelines. Motion passed.**

• Manager's Report

Sorensen reported that he will be out of the office on vacation from September 15, 2016 through September 20, 2016.

• Executive Session Per RCW 42.30.110(1)(h) – Review Commissioner Applicants – 10 Minutes

Weide recessed the Regular Session to Executive Session at 8:35 p.m. The purpose of the Executive Session was to review applications for Commissioner Position #5. It was estimated that the Executive Session would take about 10 minutes. Weide recessed the Executive Session and reconvened Regular Session at 8:40 p.m.

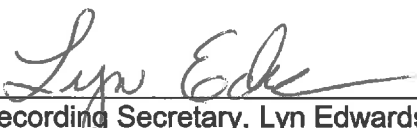
Action Taken

Citron moved, Casey seconded, to appoint John Carter to fill the Commissioner Position #5 vacancy. Motion passed.

• Executive Session Per RCW 42.30.140(4) General Manager Performance Evaluation – 30 Minutes

Weide recessed the Regular Session to Executive Session at 8:42 p.m. The purpose of the Executive Session was to review the General Manager's Performance Evaluation. It was estimated that the Executive Session would take about 30 minutes. Weide recessed the Executive Session and reconvened Regular Session at 9:17 p.m.


With no further business, Weide adjourned the Regular Session at 9:17 p.m.



Recording Secretary, Lyn Edwards

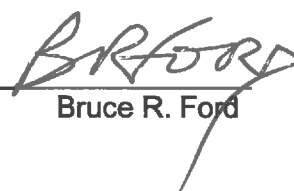
9-28-2016

Date Minutes Approved



Laura Weide

Todd Citron



Bruce R. Ford



Curtis J. Casey