

Lake Whatcom Water and Sewer District
Regular Meeting of the Board of Commissioners
November 8, 2017

Board Secretary Todd Citron called the Regular Session to order at 6:30 p.m. Other District representatives present included Commissioner John Carter; General Manager Patrick Sorensen; District Engineer Bill Hunter; Finance Manager Debi Denton; consulting engineer Melanie Mankamyer; legal counsel Robert Carmichael; and Recording Secretary Rachael Hope. Commissioner Curtis Casey was present via telephone. Commissioners Laura Weide and Bruce Ford had excused absences. There were no members of the public present.

- Consent Agenda

- Action Taken

- Carter moved, Casey seconded, approval of:

- Minutes for the October 25, 2017 Board Meeting
 - Accounts Payable Vouchers totaling \$254,383.65.
 - Payroll for Pay Period #23 (10/21/2017 through 11/03/2017) totaling \$39,431.30.
 - Payroll Benefits for Pay Period #23 totaling \$43,962.51.

- Motion passed.

- Update Master Fees & Charges

Denton explained that the Master Fees and Charges Schedule has been updated to make two adjustments.

The first is to decrease the Lien Record/Release Fee from \$150 to \$100. Legislation passed recently exempting specific document types from the \$40 Homeless Housing Surcharge. This exemption applies to the recording of a lien or release of a lien as defined in RCW 57.02.001.

The second is to adjust Item 17, "Bulk water purchase with hydrant meter," to allow for the bulk water rates to match the 2017 rate study:

2017	\$8.85 per 100 cubic feet
2018	\$9.60 per 100 cubic feet
2019	\$9.98 per 100 cubic feet

- Action Taken

- Carter moved, Casey seconded, to adopt Resolution 839 Master Fees and Charges Schedule #25 as presented. Motion passed.

- 2017-2020 Interlocal Agreement Between the City of Bellingham, the District, and Whatcom County for the Lake Whatcom Management Program Tributary Monitoring Program

Sorensen explained that since 2000 the District has participated in the Lake Whatcom Management Program through the Tributary Monitoring Agreement. The District's participation was memorialized in Resolution No. 636 as approved on March 8, 2000. Through this Agreement we have specifically participated as a financial program over the last few years to "collect and manage data to increase our understanding of water quality and pollution sources, and to guide management decisions."

Since the most recent contract was signed in 2002, there have been 5 extensions to this agreement with the last being approved on June 17, 2015. The County is the administering party. Because this has been a long standing agreement between each of the parties for the last 15

years, the County felt that it was time to renew the document and make any changes. Bob Carmichael has reviewed the agreement and included language changes with the "Scope of Work" section that lists the District as a party to be consulted with in regards to the administration of findings from the consultant's work. Prior to this the District was not list as a consulted party with the City and County. Otherwise, there are no other significant changes in the agreement language.

Action Taken

Casey moved, Carter seconded, to approve the 2017-2020 Interlocal Agreement. Motion passed.

• **Draft 2018 Budget**

Denton introduced the first draft of the District's 2018 budget for discussion and consideration, briefly summarizing each page. Hunter highlighted capital projects to be continued and completed in 2018 as well as new projects to be started in 2018. Discussion followed.

• **Other Business**

October 31 Meeting

Bob Carmichael reported on the October 31 meeting with the County attended by himself, Mankamy, Sorensen, and Hunter. Rob Zissette presented results and answered questions about the research methods used when compiling the data for the Herrera Report, and the meeting was generally positive.

• **Manager's Report**

Sorensen summarized upcoming dates to remember.

With no further business, Citron adjourned the Regular Session at 8:10 p.m.

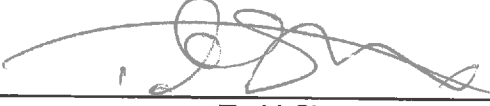


Recording Secretary, Rachael Hope

11/29/2017
Date Minutes Approved

excused


Laura Weide



Todd Citron


excused

Bruce R. Ford



Curtis J. Casey
John Carter