



## LAKE WHATCOM WATER AND SEWER DISTRICT

1220 Lakeway Drive  
Bellingham, WA 98229

### REGULAR SESSION OF THE BOARD OF COMMISSIONERS Minutes

*April 25, 2018*

Board President Laura Weide called the Regular Session to order at 8:00 a.m.

**Attendees:** Commissioner Laura Weide  
Commissioner Bruce Ford  
Commissioner John Carter  
Commissioner Todd Citron  
General Manager Patrick Sorensen  
Finance Manager/Treasurer Debi Denton  
District Engineer/Assistant Manager Bill Hunter  
Recording Secretary Rachael Hope  
District Legal Counsel Bob Carmichael

**Excused Absence(s):** Consulting Engineer Melanie Mankamyer

A list of interested parties is attached.

#### Consent Agenda

##### Action Taken

Citron moved, Carter seconded, approval of:

- Accounts Payable Vouchers totaling \$87,613.71.
- Payroll for Pay Period #09 (04/07/2018 through 04/20/2018) totaling \$39,162.53.
- Payroll Benefits for Pay Period #09 totaling \$43,746.12.

Motion passed.

#### Geneva and Par Sewer Pump Station Improvements – Construction Contract Award

Hunter reminded the Board that the construction bid documents originally included rebuilding two pump stations: Geneva and Par. However, due to permitting delays, the District will not be able to do any work on Geneva in 2018. An addendum was issued to bidders that deleted all work related the Geneva Sewer Pump Station, leaving Par Sewer Pump Station Improvements. Bids were opened April 12, 2018. Three bids were received. The apparent low bidder, Award Construction, Inc., meets the State's Mandatory Bidder Responsibility criteria and the District's Supplemental Bidder Responsibility criteria.

### **Action Taken**

**Carter moved, Ford seconded to award the Par Sewer Pump Station Improvements to Award Construction, Inc., for a total contract price of \$446,586 including 8.5% sales tax; to adjust the 2018 capital improvement plan construction contract budget for this project from \$400,000 to \$450,000; and to authorize the General Manager to execute the contract. Motion passed.**

### **Commissioner Applications**

Sorensen reviewed that Commissioner Curtis Casey issued his resignation effective April 1, 2018. The Board has ninety days from the occurrence of the vacancy to appoint a qualified person to fill the vacancy. The opening was advertised by direct mail announcement, announcement on the District website, in the Sudden Valley Views, on the SVCA website, and through word of mouth. The District received three applications for the position, and the Board will interview all three candidates at the May 9 Board Meeting.

### **Monthly Budget Analysis**

Sorensen reported that everything is on track, and no questions were imminent.

### **Summary of Existing District Projects**

Hunter updated the Board on several projects, including the recent reservoir dives and cleaning, the Little Strawberry bridge leak, and permitting for the Country Club Sewer Pump Station. Discussion followed.

### **Manager's Report**

Sorensen mentioned the Lake Whatcom Policy Group meeting on May 15, as well as the City of Bellingham's coming visit to the June 13 Regular Board Meeting. He also reported that he has authorized The Prothman Company to assist the District in recruiting efforts for the Operations & Maintenance Manager position.

### **Public Comment**

District resident and Commissioner applicant Jack McBride spoke to the Board and reaffirmed his interest in the position.

### **Executive Session Per RCW 42.30.110 (1)(i): Considering pending or potential litigation – 30 Minutes**

Weide recessed the Special Session to Executive Session at 8:25 a.m. It was estimated that the Executive Session would take about 25 minutes. The purpose of the Executive Session was for consideration of pending or potential litigation. Weide recessed the Executive Session and reconvened the Regular Session at 9:00 a.m.

### **Executive Session Per RCW 42.30.110 (1)(i): Considering pending or potential litigation – 15 Minutes**

Weide re-recessed the Regular Session to Executive Session at 9:00 a.m. It was estimated that the Executive Session would take about 20 minutes. The purpose of the Executive Session was for consideration of pending or potential litigation. Weide recessed the Executive Session and reconvened the Regular Session at 9:20 a.m.

### **Executive Session Per RCW 42.30.110 (1)(i): Considering pending or potential litigation – 15 Minutes**


Weide re-recessed the Regular Session to Executive Session at 9:20 a.m. It was estimated that the Executive Session would take about 10 minutes. The purpose of the Executive Session was for consideration of pending or potential litigation. Weide recessed the Executive Session and reconvened the Regular Session at 9:30 a.m.

With no further business, Weide adjourned the Regular Session at 9:30 a.m.

  
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Recording Secretary, Rachael Hope

5.9.18


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Date Minutes Approved

  
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Laura Weide

  
\_\_\_\_\_  
Todd Citron

  
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Bruce R. Ford

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*Position 4 - Vacant*

  
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John Carter

