



LAKE WHATCOM WATER AND SEWER DISTRICT

1220 Lakeway Drive
Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS Minutes

August 29, 2018

Board President Laura Weide called the Regular Session to order at 8:05 a.m.

Attendees: Commissioner Laura Weide
Commissioner John Carter (by phone)
Commissioner Todd Citron
Commissioner Bruce Ford
Commissioner Leslie McRoberts
Acting General Manager/District Engineer Bill Hunter
Finance Manager/Treasurer Debi Denton
Recording Secretary Rachael Hope
District Legal Counsel Bob Carmichael

A list of interested parties is attached.

Additions & Changes to Agenda

Hunter requested Item D, Executive Session, be added to the agenda. The Board agreed.

Consent Agenda

Action Taken

Citron moved, McRoberts seconded, approval of:

- Meeting Notes from the 8/08/2018 Board Meeting
- Meeting Notes from the 8/22/2018 Special Board Meeting
- Payroll for Pay Period #17 (07/28/2018 through 08/10/2018) totaling \$42,675.94.
- Payroll Benefits for Pay Period #17 totaling \$44,970.28.
- Accounts Payable Vouchers totaling \$184,593.57.
- Payroll for Pay Period #18 (08/11/2018 through 08/24/2018) totaling \$42,200.72.
- Payroll Benefits for Pay Period #18 totaling \$25,778.54.

Motion passed.

General Manager & Operations and Maintenance Manager Recruitment Update

Hunter reported to the Board that finalist Justin Clary had accepted and returned his contract, accepting the open General Manager position. The Board offered their congratulations to Clary, who was in attendance. With an effective start date of October 1, Clary will begin participating in selected District activities during the month of September.

Hunter explained that with the General Manager position filled, the District could begin selection of final candidates to move into the interview process for the Operations & Maintenance Manager position. Discussion followed.

Action Taken

Ford moved, McRoberts seconded, to proceed with signing of the General Manager contract and bring aboard Justin Clary as our new District Manager. Motion passed.

Monthly Budget Analysis

Denton informed the Board that the District completed a clean audit for 2017, with a couple of recommendations from the Auditors. The published report will be sent out and available on the District website in the next two weeks. She also reminded the Board that we are moving into budget season, and she will be sending out to staff for needs, wants, and recommendations for additions to the 2018 budget shortly.

Summary of Existing District Projects

Hunter recalled that on August 16, the Board executed a Developer Extension Agreement with the Sudden Valley Community Association related to a fire hydrant requirement in Area Z due to construction of a new storage building. It was discovered during hydraulic analysis that the line running under the area was potentially a different diameter than expected. Staff advised that further analysis would be required before the District could move forward with the project.

Hunter also updated the Board on the status of this summer's compulsory sewer connections, the ongoing salary survey, and the status of the updated Water Comprehensive Plan.

Executive Session Per RCW 42.30.110 (1)(i): Considering potential litigation – 20 Minutes

Weide recessed the Special Session to Executive Session at 9:05 a.m. It was estimated that the Executive Session would take about 20 minutes. The purpose of the Executive Session was for considering potential litigation. Weide recessed the Executive Session and reconvened the Regular Session at 9:24 a.m.

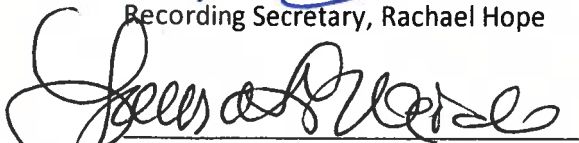
With no further business, Weide adjourned the Regular Session at 9:24 a.m.



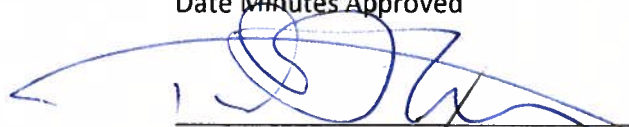
Recording Secretary, Rachael Hope

9/12/2018

Date Minutes Approved




Laura Weide



Todd Citron



Bruce R. Ford



Leslie McRoberts



John Carter

