



LAKE WHATCOM WATER AND SEWER DISTRICT

1220 Lakeway Drive
Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS
Minutes

January 09, 2019

Board Secretary Todd Citron called the Regular Session to order at 6:34 p.m.

Attendees: Commissioner Todd Citron
Commissioner John Carter
Commissioner Leslie McRoberts
General Manager Justin Clary
Assistant General Manager/District Engineer Bill Hunter
Finance Manager/Treasurer Debi Denton
Operations & Maintenance Manager Brent Winters
Recording Secretary Rachael Hope
District Legal Counsel Bob Carmichael

Excused Absences: Commissioner Laura Abele
Commissioner Bruce Ford

No public were in attendance.

Consent Agenda

Denton informed the Board of an addition to the Consent Agenda packet going forward, a summary of significant expenses to give them an at-a-glance view of the largest expenditures included in each Accounts Payable voucher.

Action Taken

McRoberts moved, Carter seconded, approval of:

- Meeting Notes from the 12/26/2018 Board Meeting
- Payroll for Pay Period #01 (12/15/2018 through 12/28/2018) totaling \$40,906.63.
- Payroll Benefits for Pay Period #01 totaling \$46,660.07.
- Accounts Payable Vouchers totaling \$125,993.74.

Motion passed.

Election of Board Officers

Clary reminded the Board that under RCW 57.12.10, the Board shall annually elect one of its members as president and another as secretary.

Action Taken

McRoberts moved, Carter seconded, to appoint Commissioner Abele to serve as District president for the 2019 calendar year. Motion passed.

Action Taken

McRoberts moved, Carter seconded, to appoint Commissioner Citron to serve as District secretary for the 2019 calendar year. Motion passed.

Appointment of Board Representatives to the District's Investment Committee

Clary recalled that chapter 2.14 of the District's administrative code establishes an Investment Committee (sometimes called the Finance Committee), which is comprised of the finance manager/treasurer, general manager, and two commissioners. Duties of the committee include, at a minimum, quarterly review of the District's investment portfolio and rate structure and annual review of the District's investment policy.

Action Taken

McRoberts moved, Carter seconded, to appoint Commissioner Citron and Commissioner Carter to serve as the Board's representatives on the District's Investment Committee for the 2019 calendar year. Motion passed.

Appointment of Board Representatives to the Whatcom County Council of Governments and the Lake Whatcom Management Program Policy Group

Clary recounted that the District annually appoints a representative to serve on the Whatcom County Council of Governments and a representative to serve on the Lake Whatcom Management Program Policy Group.

Action Taken

McRoberts moved, Citron seconded, to appoint Commissioner Carter to serve as the District's representative on the Whatcom County Council of Governments for the 2019 calendar year. Motion passed.

Action Taken

Carter moved, McRoberts seconded, to appoint Commissioner Ford to serve as the District's representative on the Lake Whatcom Management Program Policy Group for the 2019 calendar year. Motion passed.

Interlocal Agreement with the City of Bellingham for Aquatic Invasive Species Program Coordination

Clary explained that in 1990 the District formed a partnership with the City of Bellingham (City) and Whatcom County (County) to develop a joint management strategy for the Lake Whatcom watershed. As part of this program, an aquatic invasive species (AIS) program was implemented, which provides for education of watercraft users on AIS and inspection of watercraft prior to launching into Lake Whatcom and nearby Lake Samish. Historically, the AIS program has been administered by the City, with funding provided by all three parties and supplemented by permit fee revenues.

To offset growing costs due to annual growth in educational efforts and the number of watercraft inspected, the City is working with the County to refine the AIS watercraft inspection permit fee structure, as well as requesting an increase in funding participation from the County and the District. As a result, the proposed interlocal agreement between the City and the District defines District funding participation at a maximum of \$50,000 for 2019, with an 8 percent escalation factor each year for 2020-2022, and a 5 percent annual escalation factor for 2023 and beyond. Discussion followed.

Action Taken

McRoberts moved, Carter seconded, to approve the interlocal agreement with the City of Bellingham for coordination of the aquatic invasive species program as presented.

Carter moved, Citron seconded, to amend the motion to approve subject to confirmation that the county has agreed to the 8% increase for the same 5 year period. Motion passed.

Original motion passed as amended.

General Manager's Report

Clary highlighted several items, including the upcoming staff recognition banquet. He also shared a recent employee spotlight on District Utility Systems Support Specialist Miguel Gillis in the Washington Association of Sewer and Water Districts newsletter. Staff were recognized and commended on having 0 recordable safety incidents in 2018. Discussion followed.

Executive Session Per RCW 42.30.140 (4)(a): Collective Bargaining - 30 Minutes

Citron recessed the Regular Session to Executive Session at 7:03 p.m. It was estimated that the Executive Session would take about 30 minutes. The purpose of the Executive Session was for considering issues related to collective bargaining with a labor union. Citron recessed the Executive Session and reconvened the Regular Session at 7:33 p.m.

Executive Session Per RCW 42.30.140 (4)(a): Collective Bargaining - 15 Minutes

Citron re-recessed the Regular Session to Executive Session at 7:33 p.m. It was estimated that the Executive Session would take about 15 minutes. The purpose of the Executive Session was for considering issues related to collective bargaining with a labor union. Citron recessed the Executive Session and reconvened the Regular Session at 7:48 p.m.

With no further business, Citron adjourned the Regular Session at 7:50 p.m.



Recording Secretary, Rachael Hope

Jan 30, 2019

Date Minutes Approved



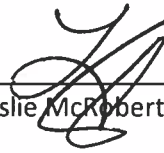
Laura Abele



Todd Citron



Bruce R. Ford



Leslie McRoberts

John Carter

