



LAKE WHATCOM WATER AND SEWER DISTRICT

1220 Lakeway Drive
Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

January 29, 2020

Board President Laura Abele called the Regular Session to order at 8:02 a.m.

Attendees: Commissioner Laura Abele
Commissioner Todd Citron
Commissioner John Carter
Commissioner Bruce Ford
Commissioner Leslie McRoberts
Consulting Engineer Melanie Mankamyer
General Manager Justin Clary
Assistant General Manager/Dist. Engineer Bill Hunter
Finance Manager/Treasurer Debi Denton
Operations & Maintenance Manager Brent Winters
Recording Secretary Rachael Hope

No public were in attendance.

Consent Agenda

Action Taken

McRoberts moved, Carter seconded, approval of:

- Minutes for the December 26, 2019 Board Meeting
- Minutes for the January 08, 2020 Board Meeting
- Payroll for Pay Period #01 (12/28/2019 through 01/10/2020) totaling \$42,611.07
- Payroll Benefits for Pay Period #01 totaling \$50,677.17
- Payroll for Pay Period #02 (01/11/2020 through 01/24/2020) totaling \$50,519.40
- Payroll Benefits for Pay Period #02 totaling \$33,736.91
- Accounts Payable Vouchers totaling \$210,723.64

Motion passed.

General Manager's Report

Clary updated the Board on several topics, including the commissioner briefing schedule for 2020, progress on the On-site Sewage Impact Assessment with Herrera Consulting, and an invitation extended to the District from the Washington Water Regional Resiliency Assessment Program to participate in a program to help increase readiness for natural disasters. Discussion followed.

Engineering Department Report

Hunter presented the Board with a new format for the engineering department's monthly report, including the replacement of the full project log with a one-page at-a-glance summary. He gave updates on ongoing projects, including upcoming bid openings and 2020 issued water availability forms. Discussion followed.

Finance Department Report

Denton highlighted year end summaries for 2019 and the financial report for the 4th quarter of 2019. Discussion followed.

Operations Department Report

Winters reported that we have had no safety incidents or near misses. He apprised the board of ongoing safety training activities, sewer pipe assessment standards training, and progress on the purchase of a new vac truck. Discussion followed.

Abele commended District crew members for timely notification and repair of a water meter issue at her property, for good communication and expeditious repair.

With no further business, Abele adjourned the Regular Session at 8:59 a.m.



Recording Secretary, Rachael Hope

Feb 12, 2020

Date Minutes Approved

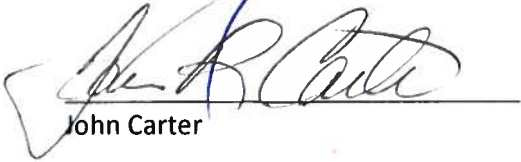
Laura Abele



Bruce R. Ford



John Carter



Todd Citron



Leslie McRoberts

