



LAKE WHATCOM WATER AND SEWER DISTRICT
1220 Lakeway Drive
Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

September 30, 2020

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

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

Also present were Keith Stewart and Russ Porter of Gray & Osborne, Inc., Kristin Hemenway, District Construction Engineer, and Kevin Cook, District Water Treatment Plant Operator.

All attendees participated remotely by phone or video conferencing.

Roll Call

General Manager Justin Clary performed a roll call to identify those in attendance, and then verbally confirmed that the meeting was noticed in accordance with Resolution No. 859 allowing remote meeting attendance as well as in compliance with current statutory requirements. It was confirmed that all participants were able to be heard and hear each other clearly.

Consent Agenda

Action Taken

Citron moved, McRoberts seconded, approval of:

- Minutes for the 8/26/20 Regular Board Meeting
- Minutes for the 9/09/20 Regular Board Meeting
- Payroll for Pay Period #19 (09/05/2020 through 09/18/2020) totaling \$45,705.84
- Payroll Benefits for Pay Period #19 totaling \$51,124.07
- Accounts Payable Vouchers totaling \$694,684.16

Motion passed.

Sudden Valley Water Treatment Plant Alternatives Analysis Briefing #1

Hunter reminded the Board that In July 2020, Gray & Osborne, Inc. (G&O) completed a condition assessment in which engineers evaluated the SVWTP from a process, structural/architectural, mechanical, and electrical

perspective. The assessment identified both high and low priority items that should be completed to maintain current and reliable function of the SVWTP into the future.

Hunter then introduced Keith Stewart and Russ Porter of G&O explaining that over the next few months, the consultants will be presenting a series of technical memo presentations to be rolled into a complete package of recommendations next spring. Stewart and Porter presented an overview of the project description and purpose, G&O's approach to the project, and a summary of findings and recommendations relating to Pump Performance Testing and Chlorine Contact Basin Coating. Discussion followed.

November 11, 2020 Board Meeting Date Change

Clary explained that as codified in Section 3.8.1 of the District Administrative Code, the first Board meeting of the month occurs on the second Wednesday. However, the first regularly scheduled meeting of November falls on a federal holiday (Veterans Day). Staff recommendation was to move the Board meeting to Thursday, November 12.

Action Taken

Citron moved, McRoberts seconded, to reschedule the date of the first regularly scheduled meeting of the Board of Commissioners during the month of November 2020 to be held at 6:30 p.m. on Thursday, November 12. Motion passed.

Agate Creek Restoration Contract Closeout

Clary recalled that the Board of Commissioners approved the contract award of the Agate Creek Streambed Restoration Contract to P&P Excavating LLC during its regularly scheduled meeting on August 26, 2020. P&P Excavating LLC has completed all contract requirements, a brief overview of repairs was given.

Action Taken

Citron moved, McRoberts seconded, accept the Agate Creek Streambed Restoration Project as complete and authorize staff to close-out the public works project. Motion passed.

On-site Sewage System Impact Assessment Findings Discussion

Clary recounted that Rob Zisette of Herrera Environmental Consulting provided a presentation to the Board on the results and conclusions of the 2020 monitoring effort during the Board's September 9, 2020, meeting, as well as to the Lake Whatcom Management Program Policy Group during its September 23 meeting. The presentation included results of a series of monitoring events along the shores of Lake Whatcom to assess the impact of existing on-site sewage (septic) systems in comparison to areas with sewer service and areas with no septic or sewer. The purpose of including the discussion in the September 30 board agenda is to illicit further discussion regarding the assessment findings. Discussion followed.

General Manager's Report

Clary updated the Board on several topics, including the District's continued response to the COVID-19 pandemic, a short report on the Washington Association of Sewer & Water Districts fall conference, and completion of the compelled sewer connection at 1313 Oriental Avenue. He also updated the Board on progress in the Puget Sound Nutrient Loading wastewater treatment plant permit process and progress toward an updated tributary monitoring contract in partnership with the City of Bellingham and Whatcom County. Discussion followed.

Engineering Department Report

Hunter highlighted several projects, including work with Puget Sound Energy on power utility improvements at the Dellesta sewer lift station, the first work order issues under the new Inflow & Infiltration unit-oprice contract, and fire hydrant adapter installation in Geneva. Discussion followed.


Finance Department Report

Denton reported that revenues are tracking closely to budget, and highlighted the new process in customer service of entering communication requests in the Cartegraph system. She also reported that a recommendation would be made at a meeting in October to award the contract for the upcoming rate study. Discussion followed.

Operations & Maintenance Department Report

Winters gave a brief report on ongoing projects and development in the Operations Department, including installation of eight new services and work with 19 contractors. Clary recognized Winters for diligence throughout the challenges of open construction season in the watershed. Discussion followed.

With no further business, Abele adjourned the Regular Session 9:34 a.m.




Recording Secretary, Rachael Hope

Oct. 28, 2020

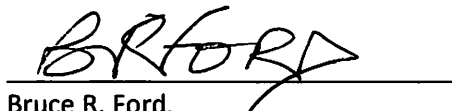
Date Minutes Approved



Laura Abele



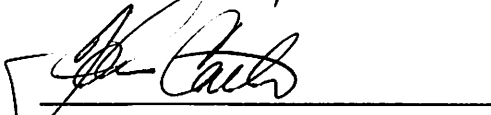
Todd Citron



Bruce R. Ford



Leslie McRoberts



John Carter