



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

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

January 27, 2021

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

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

Also in attendance was Melanie Mankamyer of Wilson Engineering. 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

McRoberts moved, Citron seconded, approval of:

- Minutes from the January 13, 2021 Regular Board Meeting
- Payroll for Pay Period #02 (01/09/2021 through 01/22/2021) totaling \$47,590.38
- Payroll Benefits for Pay Period #02 totaling \$53,191.34
- 4th Quarter 2020 Payroll Taxes totaling \$7,028.70
- Accounts Payable Vouchers totaling \$38,181.59

Motion passed.

On-site Sewage System Policy Discussion

Together with the city of Bellingham (City) and Whatcom County (County), the District formed a partnership in 1990 to develop a joint management strategy for the Lake Whatcom watershed. The resulting Lake Whatcom Management Program guides actions by the three entities to protect the quality of Lake Whatcom water. Herrera Consulting staff provided a presentation to the Board on the results and conclusions of the 2020

monitoring effort to assess the impacts of septic systems on the lake during the Board's September 9, 2020, meeting, as well as to the Lake Whatcom Management Program Policy Group during its September 23 meeting. Since that time, Commissioner Ford has developed a letter regarding septic systems on the north shore.

Clary explained he, Melanie Mankamyer of Wilson Engineering, and Commissioner Ford met on January 11 to discuss the septic systems issue. The purpose of including the discussion in the January 27 board agenda was to illicit further discussion regarding the assessment findings and the District's policy and direction regarding the existing septic systems. Discussion followed.

Action Taken

Ford moved, Carter seconded, that the Board work with Whatcom County to request that they provide Lake Whatcom Water & Sewer District with annual septic tank inspection reports . Motion passed.

Carter moved, McRoberts seconded, to direct the General Manager to draft a letter to the Lake Whatcom Policy Group for the purposes of evaluating the self-assessment of septic systems within the watershed and the effectiveness of that policy. Motion passed.

General Manager's Report

Clary updated the Board on several topics, including the District's continued response to the COVID-19 pandemic, Sudden Valley Community Association staff turnover, and the District's application to become certified with Envirostar. He also recognized Operations staff for their excellent work managing issues at the North Point sewer lift station and leak detection near the Division 30 reservoir.

Engineering Department Report

Hunter highlighted several areas, including a steep uptick in planned development requests and water/sewer availabilities since the last Board meeting, indicating the potential for a very active building season this spring and summer. He also updated the Board on projects including the Agate Heights Water Treatment Plant and upcoming bid openings. Discussion followed.

Finance Department Report

Denton reported that the finance department is busy working on year-end wrap up, as well as day-to-day customer service and keeping customers apprised of applicable Governor proclamations related to the pandemic. She updated the Board on COVID-19's minimal impact on past due accounts, and gave some highlights of the 2020 4th Quarter Financial Report and 2020 year end financials.

Operations & Maintenance Department Report

Winters gave a brief report on field crew operations, including the installation of two new water connections, providing a more detailed look at the North Point sewer lift station challenges, and ongoing work televising lines to reduce inflow & infiltration.

Executive Session Per RCW 42.30.110(1)(i) - Discussion of Potential Litigation with Legal Counsel - 25 Minutes

Abele recessed the Regular Session to Executive Session at 9:35 a.m. It was estimated that the Executive Session would take about 25 minutes. The purpose of the Executive Session was discussion of potential

litigation with legal counsel. Abele recessed the Executive Session and reconvened the Regular Session at 10:02 a.m.

With no further business, Abele adjourned the Regular Session 10:02 a.m.



Board President, Laura Abele

Attest: 

Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on Feb. 10, 2021
Date Minutes Approved