



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

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

April 13, 2022

Board Secretary Todd Citron called the Regular Session to order at 6:30 p.m.

Attendees:

Commissioner Todd Citron	General Manager Justin Clary
Commissioner John Carter	District Engineer/Assistant GM Bill Hunter
Commissioner Bruce Ford	Operations Manager Brent Winters
Commissioner Leslie McRoberts	Recording Secretary Rachael Hope
	District Legal Counsel Bob Carmichael

Also in attendance were Melanie Mankamyer and Brian Smith of Wilson Engineering; as well as the following District constituents:

- Claire Beiser & Tom Rosenberg
- Jordan Forbes
- Patti Ramsey
- Brian & Maureen Sullivan
- Kim Koyamatsu & Alan Chang
- Jennifer Hine
- Sandy Dentinger
- Jeremy Voigt
- Robert Schmidt
- Dave McEachran
- Roger DeSpain
- Kristi Bailey

Excused Absences: Commissioner Laura Abele

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

Carter moved, McRoberts seconded, approval of:

- Payroll for Pay Period #06 (03/19/2022 through 04/01/2022) totaling \$43,490.60
- Payroll Benefits for Pay Period #06 totaling \$49,388.29
- Accounts Payable Vouchers totaling \$192,535.08

Motion passed.

Euclid Sewer Pump Station Improvements Architectural/Engineering Agreement Amendment

Hunter explained that the Euclid Sewer Pump Station project consists of the replacement of the power service with a 3-phase 480-volt service, refurbishment of existing pumps, temporary bypass pumping, site, stormwater and retaining wall improvements, electrical and automatic control improvements, and automatic transfer switch and stationary generator installation.

The Board of Commissioners awarded a construction contract to Colacurcio Brothers, Inc during its March 9, 2022 meeting. Staff requested the design engineer, RH2 Engineering Inc., prepare a scope of work and fee for Services During construction to assist District staff with inspection, submittal review, evaluating requests for information, change order support, onsite meetings, record drawings, testing and startup, and SCADA software development. District staff will perform contract administration tasks with support from the consultant. Staff will also coordinate on-site observations with the consultant to ensure inspections are performed throughout construction.

Action Taken

Carter moved, Ford seconded, to authorize the General Manager to execute Architectural/Engineering Agreement Amendment No. 7 for Euclid Sewer Pump Station Improvements Services During Construction with RH2 Engineering, Inc. for time and materials not to exceed \$79,767 as presented. Motion passed.

Eagleridge Water Booster Station Conversion Project Discussion

Clary recalled that following the District's determination that system pressures around the Eagleridge Water Booster Station meet current District policy, and DOH's approval of the planned project to remove the booster pumps, the District provided outreach to Eagleridge system customers via a letter dated December 6, 2021.

Since issuance of the December 6 letter, there has been ongoing dialogue with Eagleridge customers regarding the impacts of the proposed project. The Board has discussed the project during a regularly scheduled meeting held on January 12, 2022 and a work session held on February 9, 2022. Staff presented the board with a letter dated March 30, 2022 that was issued to all Eagleridge customers providing additional information regarding the expected impacts of the project and addressing comments received by representatives of the Donald Avenue customers and the Eagleridge HOA. The board was also provided a memorandum dated April 01, 2022 that addressed a request from the Board to provide a comparison of the expected Eagleridge water system pressures with other District water systems; as well as a table summarizing the various project alternatives discussed during the February 9 work session.

Discussion followed, and all attendees were provided with an opportunity to express concerns or pose questions. No action was taken, however the Board requested the topic be further discussed at an upcoming meeting or work session.

November 2021 Flood Event Lessons Learned

Hunter shared various operational and emergency response lessons learned from the county-wide flood event that began November 14, 2021. The event caused damage to multiple District water and sewer facilities, some of which are still out of service or in emergency operations. The District is currently working with FEMA to secure grant funding assistance to recover, restore, and mitigate against future events. Recovery and mitigation efforts are anticipated to occur over the next 18 months.

During the board meeting, staff presented a list of operations lessons learned and the resulting changes and additions to District policies and emergency response plans resulting from these lessons. Discussion followed.

General Manager's Report

Clary updated the Board on several topics, including an upcoming presentation from City of Bellingham staff scheduled for the April 27, 2022 regular board meeting and progress on the Division 7 Reservoir Replacement project.

With no further business, Citron adjourned the Regular Session 9:30 p.m.



Board President, Laura Abele

Attest: 

Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on April 27, 2022
Date Minutes Approved