



## LAKE WHATCOM WATER AND SEWER DISTRICT

1220 Lakeway Drive  
Bellingham, WA 98229

### REGULAR SESSION OF THE BOARD OF COMMISSIONERS

## Minutes

*September 27, 2023*

Board President Todd Citron called the Regular Session to order at 8:00 a.m.

**Attendees:** Commissioner Todd Citron (v)      Finance Manager/Treasurer Jenny Signs  
Commissioner Bruce Ford      Operations & Maintenance Manager Jason Dahlstrom  
Commissioner Jeff Knakal      Recording Secretary Rachael Hope  
Commissioner David Holland (v)

**Excused:** Commissioner John Carter

No public were in attendance. Attendees noted with (v) attended the meeting virtually.

#### Consent Agenda

##### Action Taken

Knakal moved, Ford seconded, approval of:

- Minutes for the 8.30.23 Regular Board Meeting
- Minutes for the 9.13.23 Regular Board Meeting
- Payroll for Pay Period #19 (09.02.2023 through 09.15.23) totaling \$45,588.08
- Benefits for Pay Period #19 totaling \$49,911.52
- Accounts Payable Vouchers totaling \$146,477.37

Motion passed.

#### General Manager's Report

The General Manager's Report was included in the meeting packet.

#### Engineering Department Report

New District Engineer Greg Nicoll has a planned start date of October 9, 2023.

#### Finance Department Report

Signs highlighted approval of the District's Public Works Board loan application, and reported that both water and sewer funds are trending with budget projections. Signs recognized staff for keeping costs under budget despite continuous rising inflation rates.

#### Operations & Maintenance Department Report

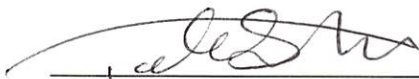
Dahlstrom reported on field crew operations, including a continued excellent safety record with no time loss injuries, smooth operations at both water treatment plants, and expected reduction in water use

with the changing seasons and weather. He also reported that the South Geneva Water Booster Station generator is fully functional and will be tied into the District's SCADA system soon.

**Executive Session Per RCW 42.30.110(1)(g): To review the performance of a public employee**

Citron recessed the Regular Session to Executive Session at 8:15 a.m. It was estimated that the Executive Session would take about 35 minutes and end at 8:50 a.m. The purpose of the Executive Session was to review the performance of a public employee (General Manager performance evaluation). Citron recessed the Executive Session and reconvened the Regular Meeting at 8:30 a.m. No action was taken.

With no further business, Citron adjourned the Regular Session at 8:30 a.m.



Board President, Todd Citron

Attest:



Recording Secretary, Rachael Hope

Minutes approved by motion at ☒ Regular ☐ Special Board Meeting on

10/11/2023  
Date Minutes Approved