



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

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

February 28, 2024

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

Attendees:

Commissioner Todd Citron (v)	General Manager Justin Clary
Commissioner John Carter (v)	Engineering Manager Greg Nicoll
Commissioner Bruce Ford	Finance Manager Jenny Signs
Commissioner Jeff Knakal	Operations Manager Jason Dahlstrom
Commissioner David Holland	Recording Secretary Rachael Hope
Legal Counsel Bob Carmichael	

Also in attendance were Sue Sullivan, Environmental Health Manager, and Hayli Hruza, Environmental Health Specialist, from the Whatcom County Department of Health and Community Services, and public attendee Lachlan Hunter of Waterworth(v). Attendees noted with a (v) attended the meeting virtually.

Consent Agenda

Action Taken

Knakal moved, Ford seconded, approval of:

- **Minutes for the 02.14.2024 Regular Board Meeting**
- **Payroll for Pay Period #4 (02.03.2024 through 02.16.2024) totaling \$51,624.08**
- **Benefits for Pay Period #4 totaling \$55,219.68**
- **Accounts Payable vouchers totaling \$162,683.47**

Motion passed.

Whatcom County Onsite Sewage System Compliance Program Presentation

Clary explained that the potential impacts of onsite sewage systems (OSS; commonly referred to as septic systems) within the Lake Whatcom Watershed has been an ongoing concern of the District for the past several years. OSS are regulated under Chapter 24.05 of the Whatcom County Code. The Whatcom County Department of Health and Community Services (WCDOH) is responsible for administering the regulations throughout Whatcom County, including the 789 recorded OSS in the Lake Whatcom Watershed. Hayli Hruza, WCDOH Environmental Health Specialist, provided an overview of OSS compliance and regulation in Whatcom County, accompanied by Sue Sullivan, Environmental Health Manager. Discussion followed.

Whatcom County Comprehensive Plan Update Comments

Clary recalled that the Growth Management Act (GMA) is a series of Washington State statutes that requires fast-growing cities and counties to develop a comprehensive plan to manage their population growth. An update to the current Whatcom County Comprehensive Plan is required by June 30, 2025, and the County is soliciting comments from its public agency partners, including the District. As a provider of urban-level water and sewer service, District services overlap with planning policies defined in several chapters of the current comprehensive plan. The Board discussed draft comments during its regularly scheduled meeting held on February 14, 2024. Based upon this discussion, Clary presented the Board with a letter for consideration. Discussion followed.

General Manager’s Report

Clary updated the Board on several topics, including the in-progress salary survey, the Division 7 Reservoir Replacement Project bid opening, and the winner of the District’s Annual Chili Cook-off, Kristin Hemenway!

Engineering Department Report

Nicoll highlighted several projects, including more information on bids for the Division 7 Reservoir Replacement Project, replacement of the generator at the Euclid Sewer Lift Station, receipt of statements of qualification for the SVWTP Chlorine Contact Basin design, and upcoming bid opening for Rocky Ridge & Lakewood sewer lift stations improvements. Discussion followed.

Finance Department Report

Signs report focused on January revenues, money invested with the Local Government Investment Pool, and reinvestment of a bond that matured in January 2024. She anticipates that high interest rates will linger through the end of 2024.

Operations & Maintenance Department Report

Dahlstrom reported on field crew operations, including another month of no time loss or near miss injuries, ongoing replacement of identified low flow pressure reduction valves, and predicted September delivery of the new service truck ordered in August 2023.

With no further business, Citron adjourned the regular session at 10:10 a.m.



Board President, Todd Citron

Attest: 
Recording Secretary, Rachael Hope pre

Minutes approved by motion at Regular Special Board Meeting on March 27, 2024