



1220 Lakeway Dr • Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

July 31, 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 (v)	Finance Manager Jenny Signs
Commissioner Jeff Knakal (v)	Operations Manager Jason Dahlstrom
Commissioner David Holland (v)	Recording Secretary Rachael Hope

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

Consent Agenda

Action Taken

Knakal moved, Holland seconded, approval of:

- Minutes for the July 10, 2024 Regular Board Meeting
- Payroll for Pay Period #15 (07.06.2024 through 07.19.2024) totaling \$51,083.80
- Benefits for Pay Period #15 totaling \$55,150.42
- Payroll taxes for 2nd quarter 2024 totaling \$14,611.64
- Accounts Payable Vouchers totaling \$166,480.08

Motion passed.

Water and Sewer Systems Capital Improvement Programs Presentation

Nicoll explained that the Lake Whatcom Water and Sewer District (District) operates water treatment and distribution and sewer collection systems that serve a majority of the Lake Whatcom Watershed. The water system is comprised of approximately 71 miles of water transmission and distribution pipes, two water treatment plants, eight water storage reservoirs and six booster stations. The sewer system is comprised of approximately 75 miles of sewer collection and transmission pipes and 26 sewer lift stations that convey all sewage from the District to the City of Bellingham's sewer collection system.

Nicoll provided the Board with a summary of the water and sewer systems, the various assets that comprise the two systems, the current priorities of the CIP and an overview of the projects being proposed for the 2025-2026 biennium as well as the 6-year CIP and long-term goals of the plan. Discussion followed.

General Manager's Report

Clary updated the Board on several topics, including the upcoming Washington Association of Sewer and Water Districts upcoming fall conference, public comment period for the Lake Whatcom Management Program's 5-year work plan, staffing changes at the City of Bellingham, and Whatcom County Health & Community Service's response letter regarding on-site sewage system regulations. Discussion followed.

Engineering Department Report

Nicoll highlighted several projects, including an update on subgrade rock removal and active construction at the Division 7 Reservoir Replacement project, ongoing work at the Rocky Ridge & Lakewood sewer lift stations improvement project, and installation of a new backup generator at the Euclid sewer lift station. Discussion followed.

Finance Department Report

Signs' report focused on the District's 2nd Quarter 2024 Financial Report, with highlights including the procurement of Waterworth rate forecasting software, long and short-term investments, and revenues and expenditures.

Operations & Maintenance Department Report

Dahlstrom reported on activity in the Operations Department, including near completion of the lead service line inventory and a recent sewer spill resulting from a contractor cutting through a sewer main. The spill was reported immediately and repaired with no flow to a waterbody.

With no further business, Citron adjourned the regular session at 9:22 a.m.

Board President, Todd Citron

Attest:

Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on 8/14/2024