



1220 Lakeway Dr • Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

February 26, 2025

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 Engineering Manager Greg Nicoll
Commissioner Bruce Ford Operations Manager Jason Dahlstrom
Commissioner David Holland Recording Secretary Rachael Hope

Excused Absences: Commissioner Jeff Knakal

Also in attendance: Joe O'Keefe, Constituent
Rich Munson, District Engineering Tech

Attendees noted with a (v) attended the meeting virtually.

Public Comment

District constituent Joe O'Keefe spoke to the Board regarding seismic valving on the Division 7 reservoirs currently under construction and water quality in Lake Whatcom.

Consent Agenda

Action Taken

Holland moved, Carter seconded, approval of:

- Minutes for the January 29, 2025 Regular Board Meeting
- Minutes for the February 12, 2025 Regular Board Meeting
- Payroll for Pay Period #04 (02.01.2025 through 02.14.2025) totaling \$56,951.17
- Benefits for Pay Period #04 totaling \$61,797.56
- Accounts Payable Vouchers totaling \$267,104.01

Motion passed.

Strategic Asset Management Plan Presentation

Nicoll explained that for the past 10 years, District staff has been developing the foundation of the asset management program by compiling an inventory of assets and their attributes. Following the District's 2024 Effective Utility Management self-assessment, staff developed an Asset Management Team to guide development and implementation of the District's Asset Management Program that will provide a framework to incorporate the existing asset data into a cohesive program.

The first step in development of the Asset Management Program is to outline and document the goals and objectives of the program through development of a Strategic Asset Management Plan (SAMP). The SAMP provides a high-level overview of the District's asset management strategies, priorities and objectives, level of service goals and risk management policies; as well as a high-level inventory of District assets and the current state of those assets. Staff presented the draft SAMP to the Board to provide an opportunity for discussion and comment.

Flat Car Lift Station Reverse Flow Retrofit Project Public Works Contract Award

Nicoll recalled that to improve operations and reduce effort, the District contracted with Wilson Engineering to design a permanent piping system to replace existing temporary piping that allows the District to redirect flow from the Flat Car Lift Station to the Lake Whatcom Boulevard Detention Basin. Permanent piping will be installed from a connection to the existing Flat Car Lift Station force main, across a new pipe bridge and will connect to the existing 8-in. force main located on the opposite side of Beaver Creek. To minimize project costs, District crews will install all of the buried piping and valves and this construction contract is limited to fabrication and installation of the pipe bridge, associated foundations and piping that will be mounted to the bridge. The District published an advertisement for bids in the Bellingham Herald on January 15, 2025 and three bids were received. Staff have completed review of the mandatory and supplemental bidder responsibility criteria and determined that Henifin Construction is the lowest responsive, responsible bidder. Discussion followed.

Action Taken

**Carter moved, Holland seconded, to Flat Car Lift Station Reverse Flow Retrofit public works contract to Henifin Construction for a total contract price of \$108,813.06, including 8.8% sales tax, and authorize the general manager to execute the contract.
Motion passed.**

LWBI CIPP Renewal Project Public Works Contract Award

Nicoll highlighted that the Lake Whatcom Boulevard Interceptor (LWBI) has been in operation for nearly 50 years. In 2020, the District completed a condition assessment and hydraulic analysis of the interceptor, which confirmed that existing pipe wall conditions were reducing the system capacity. The model also determined that, upon relining approximately 6,300 linear feet of pipe with cured in place pipe (CIPP), the LWBI interceptor will have sufficient system capacity to convey the buildout peak hour flow without dependence on the existing Sudden Valley Detention Basin. Over the past four years, the District has been completing a phased project to re-line the identified section of the Lake Whatcom Boulevard Interceptor located between the Strawberry Point and Cable Street Lift Stations. The current fourth phase of work will perform CIPP rehabilitation on approximately 840 linear feet of pipe that has not already been addressed by the previous phases of this project. The District published an advertisement for bids in the Bellingham Herald on January 15, 2025 and three bids were received. Staff have completed a review of the mandatory and supplemental bidder responsibility criteria and determined that Iron Horse, LLC is the lowest responsive, responsible bidder. Discussion followed.

Action Taken

**Ford moved, Carter seconded, to award Lake Whatcom Boulevard Interceptor Cured in Place Pipe public works contract to Iron Horse, LLC for a total contract price of \$192,271.36, including 8.8% sales tax, and authorize the general manager to execute the contract.
Motion passed.**

Chlorine Contact Basin Replacement PSA Amendment No. 1

The District provides potable water to its South Shore water system wholly by water treated at its Sudden Valley Water Treatment Plant (SVWTP). An essential component of the SVWTP system is the chlorine contact basin (CCB) that was constructed in 1994. Based on results of a seismic vulnerability assessment completed in 2016, capacity analysis completed in 2017, and a condition assessment completed in 2020, the existing CCB is seismically deficient, undersized for the SVWTP design flow, and in need of a complete replacement of

the coating system. As a result of these assessments, the District determined that replacement of the existing CCB with a new CCB that meets current seismic standards and is sized to accommodate full design flow of the SWWTP is the most cost effective alternative for addressing the identified deficiencies. To assist with funding this project, the District applied for and was awarded a FEMA Hazard Mitigation Grant (HMG), which will fund 87.5% of the estimated project budget that was included in the application.

Nicoll recalled that an alternative analysis by Gray & Osborne, Inc (G&O), which was presented to the Board during its regularly scheduled meeting on January 29, 2025, identified a total of eight material and configuration alternatives and identified a single train concrete rectangular tank as the preferred alternative. However, District staff is pursuing additional grant funding through the FEMA Hazard Mitigation Grant funding program and, if additional funds are awarded, the District will move forward with a two train concrete rectangular tank that will provide added redundancy to the system but is estimated to cost approximately \$500,000 more than the single train alternative. Staff presented the Board with Contract Amendment No. 1 to add design, permitting and bidding support services to G&O's original contract. Work will commence immediately upon execution of the contract, design is scheduled to be completed by the end of 2025, and bidding is scheduled for early 2026 with construction completion in late 2027. Discussion followed.

Action Taken

Carter moved, Holland seconded, to authorize the General Manager to execute Amendment No. 1 to the Professional Services Agreement with Gray & Osborne, Inc. for design and permitting of the Chlorine Contact Basin Replacement Project as presented.

Motion passed.

General Manager's Report

Clary updated the Board on several topics, including a sewer overflow on Austin Ct due to root intrusion and an upcoming Washington Department of Labor & Industries consultation/compliance. Discussion followed.

Engineering Department Report

Nicoll highlighted several projects, including updates on concrete pouring at the Division 7 Reservoir Replacement Project, progress on the Rocky Road and Lakewood Lift Station Renovation Project, and security updates and upcoming security improvements at District reservoirs.

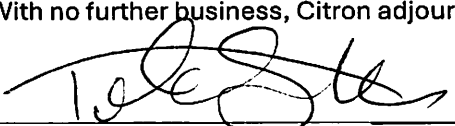
Finance Department Report


In Signs' absence, the finance department report was presented to the Board in the meeting packet.

Operations & Maintenance Department Report

Dahlstrom reported on field crew and operations activity, including recent water main breaks due to freezing and thawing weather, more details on the Austin Ct sewer overflow, and upcoming CPR/First Aid and flagger training.

With no further business, Citron adjourned the regular session at 9:36 a.m.


Board President, Todd Citron

Attest: 
Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on March 12, 2025