



1220 Lakeway Dr • Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

May 28, 2025

Board President Todd Citron called the Regular Session to order at 8:08 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

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

Consent Agenda

Action Taken

Knakal moved, Ford seconded, approval of:

- Minutes for the 4.30.2025 Regular Board Meeting
- Minutes for the 5.14.2025 Regular Board Meeting
- Payroll for Pay Period #11 (5.10.2025 through 5.23.2025) totaling \$54,860.84
- Benefits for Pay Period #11 totaling \$35,872.60
- Accounts Payable Vouchers totaling \$447,855.46

Motion passed.

Resolution No. 902 Cross-Connection Control Program Update

Nicoll explained that as a purveyor of drinking water to the public, the District is required to follow rules and regulations that meet Washington State drinking water standards and prevent contamination of the public water system. One such requirement is the adoption and implementation of a cross-connection control program that meets Washington State Department of Health (DOH) requirements defined in Washington Administrative Code (WAC) 246-290-490. The District's original cross-connection control policy was created via adoption of Resolution No. 227 in 1978. Since that time, the District has adopted revisions to the cross-connection control program to align District policy with current regulations and DOH guidance; the last revision was completed via adoption of Resolution No. 858 in 2019. District staff provided the Board with an updated program for consideration of approval. Discussion followed.

Action Taken

Knakal moved, Ford seconded, to adopt Resolution No. 902 as presented. Motion passed.

Lake Whatcom Management Program Joint Councils Meeting Discussion

Clary recalled that in 1998 the Lake Whatcom Water and Sewer District, City of Bellingham, and Whatcom County entered an interlocal agreement formally creating the Lake Whatcom Management Program (LWMP). The LWMP's primary goal is to improve lake water quality by jointly implementing programs affecting the Lake Whatcom watershed. Historically, the governing bodies of the three partners have met annually to review water quality monitoring results and trends, recent LWMP actions, and actions planned for the subsequent year. The 2025 Joint Councils and Commission (JCC) meeting was held on April 2. However, presentations consumed the available meeting time, leaving no time for open discussion amongst the three elected bodies. As a result, a second JCC meeting is scheduled for June 4, 2025, with the bulk of the agenda dedicated to open discussion. This topic was included in the meeting agenda to discuss any issues the Board wishes to raise and/or any positions the Board wishes to take during the upcoming JCC meeting. Discussion followed.

General Manager's Report

Clary updated the Board on several topics, including his participation in an upcoming workshop on Invasive mussel response planning in the area, an upcoming Bellingham City Council meeting to include discussion of utility rate increases, and the appointment of permanent Public Works Director and Deputy Public Works Director for the City of Bellingham.

Engineering Department Report

Nicoll highlighted several projects, including progress on the Division 7 Reservoirs, which are scheduled to be filled next week, ongoing finalization of paperwork to close out the Rocky Ridge & Lakewood Lift Stations Project at the June 11 Board Meeting, and design work on the Chlorine Contact Basin replacement. Discussion followed.

Finance Department Report

Signs' report focused on highlights of the April report for revenues and expenditures, touching on expected fluctuations due to capital improvement projects and water purchase.

Operations & Maintenance Department Report

Dahlstrom reported on field crew and operations activity, including recent annual hearing tests for operations staff, ongoing water main flushing in Sudden Valley, planned inspection of pressure reducing valves within the Division 7 Reservoirs service area in preparation for the new tanks to go online, and receipt of the District's new service truck. Discussion followed.

With no further business, Citron adjourned the regular session at 9:21 a.m.



Board President, Todd Citron

Attest:



Recording Secretary, Rachael Hope

Minutes approved by motion at ☒ Regular ☐ Special Board Meeting on June 11, 2025