



1220 Lakeway Dr • Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

February 11, 2026

Board President Todd Citron called the Regular Session to order at 6:30 p.m.

Attendees:

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

One member of the public (v) was in attendance, in observation only. Attendees noted with a (v) attended the meeting virtually.

Consent Agenda

Action Taken

Knakal moved, Holland seconded, approval of:

- **Minutes for the 01.14.26 Regular Board Meeting**
- **Minutes for the 01.28.26 Regular Board Meeting**
- **Payroll for Pay Period #03 (01.17.2026 through 01.30.2026) totaling \$56,153.84**
- **Benefits for Pay Period #03 totaling \$62,298.79**
- **Accounts Payable Vouchers totaling \$159,116.18**

Motion passed.

Scenic Intertie Temporary Supply Agreement with City of Bellingham

Clary explained that prior to the 2002 construction of the watermain that connects the District's distribution system in Sudden Valley with its distribution system in Geneva, the District purchased water from the City of Bellingham (City) via an intertie located at the intersection of Lakeway Drive and Scenic Avenue. Water was purchased through an interlocal agreement (ILA) executed between the District and City in 1970. Since connection of Geneva to the Sudden Valley system, the intertie has not been used but remains available for emergency use via an ILA executed between the District and City in 2020.

In 2024, the District was awarded a FEMA Hazard Mitigation Grant to perform seismic upgrades to the Geneva Reservoir, a 500,000-gallon welded steel reservoir located adjacent to the District's maintenance facility. The reservoir serves much of the Geneva community, which includes approximately 1,100 connections. To perform the project work, anticipated to be completed between 2026 and 2028, the reservoir must be taken off-line, which will require use of the Scenic Intertie to provide water service to Geneva customers throughout construction. As allowed under the emergency use ILA, the District has negotiated a temporary use agreement

with the City that enables the use of the Scenic Intertie (purchase of City water) throughout the duration of work on the Geneva Reservoir. Discussion followed.

Action Taken

Holland moved, Knakal seconded, to authorize the General Manager and Board President to execute the Scenic Intertie temporary supply agreement with the City of Bellingham as presented. Motion passed.

Personnel Policies Manual Update

Clary outlined that in tandem with the current collective bargaining agreement with the local chapter of the American Federation of State, County and Municipal Employees (AFSCME) that governs employment practices specific to union-represented employees, the District’s personnel policies manual defines the District’s philosophy, and employment practices, policies, and benefits provided to all District staff. As state and case law evolves and new issues arise, the manual is revised periodically to keep abreast of current practices and laws. Since adoption of the last revision in April 2025, District legal counsel has recommended revision of Section 9.10, Substance Abuse. The proposed revisions were provided in redline/strikeout mode for ease of identification.

Action Taken

Holland moved, Knakal seconded, to approve the personnel policies manual with revisions incorporated, as presented. Motion passed.

General Manager’s Report

Clary updated the Board on several topics, including recruitment efforts for the vacant Commissioner District 3 position and kicking off the process with Washington State Department of Labor & Industries towards membership in their Safety Through Achieving Recognition Together (START) program. Discussion followed.

Executive Session Per RCW 42.30.110(1)(i)

Citron recessed the Regular Session to Executive Session at 6:50 p.m. It was estimated that the Executive Session would take 15 minutes and end at 7:05 p.m. The purpose of the Executive Session was to discuss with legal counsel active litigation. Citron recessed the Executive Session and reconvened the Regular Meeting at 7:05 p.m. No action was taken.

With no further business, Citron adjourned the regular session at 7:05 p.m.



Board President, Todd Citron

Attest: 

Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on March 11, 2026