

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF BIRCH BAY WATER AND SEWER DISTRICT,  
HELD June 22, 2006

Commission Vice President Carl Reichhardt called the meeting to order at 4:30 PM. Other persons present included Commissioner Don Montfort, General Manager Roger M. Brown, Attorney Bob Carmichael, Engineering Services Manager Dan Eisses, Treasurer Glenn Golay, Engineer Rodney Langer, and John Harder. Commissioner Alesse is on vacation.

**Agenda additions/changes:** Roger noted that under the BBVC sewer project that staff will be asking for final acceptance on the project tonight.

**Public Input:** none

**Consent Agenda included:** Minutes for the Regular meeting of June 8, 2006; June Payroll Draw Warrants #4955-4966 for \$12,850.00; Accounts Payable Warrants #35059-35111 paying Claims #35059-35111 for \$571,244.67; Amended Management and ESM Contracts. It was moved Montfort and seconded Reichhardt to approve the Consent Agenda. Passed unanimously.

*Engineering Services Manager Dan Eisses reported on developer extensions & projects:*

**Harder DE:** Dan discussed this project. There are a lot of wetlands on the property and no sewer available. Mr. Harder has paid his \$400 DE application fee. Dan feels there are too many issues to cover on the current deposit, so he is asking for additional funds from the developer to review the project. Dan is unsure of the fire flow requirements in this area because of the long-term growth area. Mr. Harder was present to participate in the discussion of project issues. He has agreed to pay the additional fee to continue the District's review of the project. The commissioners agreed with the staff's approach and the additional fee requirement.

Both **Whitehorn Way projects** are still waiting for additional information.

**Blaine School District** has made application on their preferred site for a new elementary school. This site has the same issue with Long Term vs. Short Term. There are also considerable issues with sewer service. Staff will continue to work on this application.

The board agreed with Dan's approach to Skip Jansen's request for sewer service to one additional lot on the edge of the Bay Crest area. The approach is to allow Skip to extend a side service to provide service to two of the lots under a side sewer permit, rather than the DE process.

The State Park manager has asked the District for a letter supporting their stance about use of the easement and maintenance of the pump station in the state park. Dan presented a proposed letter that would go to the hearing examiner on this issue. The commissioners approved sending the letter.

**Birch Bay View Community Sewer Project:** Dan reviewed his work to prepare the final costs on the project. He reviewed the final bid quantity tabulation from Trico Construction. Dan recommended approval of the final construction bill and acceptance of the project. It was moved by Montfort and seconded by Reichhardt to accept the final construction billing and the project. Passed unanimously.

Roger reviewed the outline for the LFC hearing presentation. The County Executive and some other dignitaries may be present to address the group attending and asked Commissioner Montfort to introduce them and their roles in completing the project. Roger noted that the board would need to pass a motion setting the term and interest rate for adjusting the LFC and for installment payment of the LFC and GFC. A Health Department staff person should be here to also answer questions. The commissioners had some suggestions about the agenda and presentation, but approved the basic proposal on the hearing.

Dan reported on the meeting held today with Alfred Reid and the discussions regarding the progress being made on the Forcemain project permits. Dan feels good about the meeting and feels that we are making some progress. He said that SEPA needs to be done in order to get the shorelines permit. Roger also reported that there is a concern about a section of the contract in the PWTF loan document dealing with District action in the event of remains being uncovered during construction. Staff has been talking with PWTF people about this problem. Roger will continue to monitor this issue and report back to the board.

Dan and Rodney reviewed the scope of engineering services from CHS for the Dakota Creek waterline crossing. Dan reminded the board that this is a combination of two projects. Rodney reviewed the details of the design proposal, which includes quite a bit of sub consultant work. It was moved by Montfort and seconded Reichhardt to approve the engineering proposal for CHS. Passed unanimously.

Roger discussed an issue that was raised by the state association regarding the high cost of locating utilities when there is a big construction project within the district. Don was wondering if there was a way to delineate the big wholesale projects, like replacement of phone lines in an entire area, and the small one-line locates. Commissioners and staff discussed the extent of the problem and how the costs of the locates could be passed along or whether they should be absorbed. This issue will probably be discussed at the WASWD Section III meetings. Roger and Don will keep the board informed.

Roger discussed current water usage and plans to monitor storage and use as we go into the summer season. Roger also talked about his contact with the Conservation District regarding sharing some staff help for the conservation program. This proposal is still under review. Dan discussed a problem we've been having at the Semiahmoo tank with stagnant water. Dan thinks there is a problem with the way the District is putting water into the system. When the District is taking water thru the pump station, it goes into approximately 17,000 feet of 12 and 8-inch pipe before getting to the reservoir. He suggested using more of the water in the tank before the booster pump comes on to re-fill. There will probably be other items needed to fully solve the issue. He will continue to review the situation.

Roger also reported on the PUD meeting. Also, there was some discussion about the BP potable water need and Roger's talks with the PUD manager on that issue, as well as re-use water.

There being no further business, the meeting was adjourned at 7:15 PM.

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COMMISSIONER

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COMMISSIONER

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COMMISSIONER

THIS IS TO CERTIFY that the above is a true and correct copy of the minutes for the regular meeting of the Board of Commissioners of Birch Bay Water and Sewer District, Whatcom County, Washington, held **June 22, 2006**.

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(minutes taken by Glenn Golay)

BOARD SECRETARY