

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD December 14, 2006

Commission President Patrick Alesse called the meeting to order at 4:30 PM. Other persons present included Commissioners Carl Reichhardt and Don Montfort, General Manager Roger M. Brown, Attorney Robert Carmichael, Engineering Services Manager Dan Eisses, Treasurer Glenn Golay, Engineer Rodney Langer, and two representatives of the Birch Bay Community Church.

Agenda additions/changes: Roger asked to add a discussion of the Cross Connection Control program.

Public Input: none

Consent Agenda included: Minutes for the Regular meeting of November 30, 2006; Accounts Payable Warrants #35601-35602 paying Claims #35601-35602 for \$84,469.55 and Warrants #35603-35665 paying Claims #35603-35665 for \$157,532.46, November Payroll Warrants #5152-5176 for \$61,534.45, December Payroll Draws #5177-5188 for \$14,350.00; November adjusting entries to UBS for \$1,346.20 charges and \$602.20 credits; and to Assessments for \$89.78 charges; November EFTPS withholding deposit made on 11/30/06 for \$21,244.02; and November Financial Reports for review. Commissioner Montfort had some questions about the minutes and some budget questions. It was noted that the minutes should reflect that the meal policy review by staff should include a review of the District per-diem travel policy also. Don also had a couple budget questions which he deferred to the discussion of the 2007 Budget. It was moved Montfort and seconded Reichhardt to approve the Consent Agenda with the change to the minutes included. The motion passed unanimously.

Engineering Services Manager Dan Eisses reported on developer extensions & projects:
Birch Bay Community Church – Dan reported on his contact with the county fire marshal regarding fire flow coverage for the church. Dan recommended keeping the hydrant coverage separate from the building sprinkler system. Also discussed was that the county should be notified about the District serving fire flow and if the county approves that then that would be sufficient approval for the District. Dan asked for approval of staff recommendations on this project. After discussion, it was moved by Montfort to approve the staff recommendation. Commissioner Alesse seconded the motion. Commissioner Reichhardt abstained from the vote because he does work for Bell Bay Jackson Water Association. The motion passed 2 to 0, with one abstention.

Blaine Rd. Easement: Tom Fenton of the Anchor Manor development has signed the easement. Dan discussed the route for the sewer line on Tom's project and he will discuss that with Tom and possibly return to the board for future review. This will allow the Blaine Rd. Distribution Line project to be put out for bid in January.

Horizons at Semiahmoo: Dan discussed the plans recently received from the developer for irrigation needs for their project. It still represents a great deal of water, equivalent to 146 ELU's during the summer peak season. Dan would like to get an independent landscape expert to review the plan and make recommendations regarding conservation ideas for the project. He would prefer to get a scope and fee proposal to bring back to the Commissioners for approval before proceeding. There was discussion about the fact that this is a strategic water question

regarding available and projected water supply. Commissioner Reichhardt felt that until the Water Comp Plan is complete, then he didn't think that this sort of project with extensive irrigation plans, should be allowed at this time. There was general discussion regarding water supply and irrigation use impact. There is a need for further review and planning regarding this type of demand. No decision was made at this time on this issue, however, Dan would like to research what consultant services are available on this issue. The commissioners supported that direction.

The **Whitehorn Way short plat** is ready for approval. It was moved by Montfort to accept the DE application. The motion was seconded by Reichhardt and was passed unanimously.

The **State Park pump station** project was reviewed. The Park manager would like to use a standard interagency agreement for this work because the District's usual DE agreement requires a deposit prior to service being rendered, which is something that they cannot do. It was suggested that CHS could contract with the Park to engineer the project so that there would be no need for a DE agreement with the District. Consequently, the board could waive the conflict of interest if CHS does the engineering work for the park on this project. The commissioners approved that approach and Dan and Rodney will discuss that with the State Park representative.

Dan noted that the Burke Museum has approved being the curator for any items found during the Forcemain construction. There is a fee of \$1,500. The archeological permit application was submitted last week.

Roger reported that there is no response yet from BP on the fee proposal letter. He also reviewed the discussion last week with city staff regarding water supply. He distributed and discussed the Gantt chart for the water resources plan and also spoke about his attendance at the PUD board meeting and the issues discussed.

Dan discussed the Birch Bay View connections. There are still two properties not connected or a signed deferral agreement. There seems to be some movement to resolve these connections.

There was general discussion about some issues being discussed for the 2007 budget. Dan talked about staff review of the benefits of GIS, as well as information provided by Gray & Osborne who consult on these services. Dan and the commissioners generally talked about District tasks that could be integrated in such a system and how other entities are using the system. Roger also discussed with the board the possibility of adding a staff position whose primary function would be to administer the conservation program. No budget decisions were made at this meeting.

Cross Connection Control – Roger gave the board a status report on the program.

The Board went into Executive Session at 8:25 pm, with no action anticipated afterwards. Coming out of Executive Session at 8:35 pm, there being no further business, the meeting was adjourned.

COMMISSIONER

COMMISSIONER

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 **December 14, 2006.**

(minutes taken by Glenn Golay)

BOARD SECRETARY