

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD February 8, 2007

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

Agenda additions/changes: Glenn asked that 2 customer requests be added to the agenda. Roger would like to add an item at the end regarding notices on cross connection control.

Public Input: none

Consent Agenda included: Minutes for the Regular meeting of January 25, 2007 and Special meeting of January 31, 2007; Accounts Payable Warrants #35748-35801 paying Claims #35748-35801 for \$56,993.46, Warrants #35802-35844 paying Claims #35802-35844 for \$92,173.30; January Payroll Warrants #5225-5248 for \$59,398.41, January adjusting entries to UBS for \$2,348.00 charges and \$2,138.90 credits; and to Assessments for \$6,834.27 charges; January EFTPS withholding deposit made on 01/30/07 for \$20,719.24; January Financial Reports for review. It was moved Alesse and seconded Reichhardt to approve the Consent Agenda. The motion passed unanimously.

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

Horizons at Semiahmoo: Dan noted that the developer did submit a \$15,000 deposit for the irrigation plan review. The landscape consultant is working on review of the plan. Dan presented a proposed amendment to the DE agreement and asked the board for their input before reviewing it with the developer.

Dan asked for a decision on the Lincoln Green Track C Preliminary Benefit Area. This would be in Resolution #661. If approved, the public hearing would be set for the first meeting in March. It was moved Reichhardt and seconded Alesse to approve Resolution #661. The motion passed unanimously.

Dan also asked for a decision on the Karber Rd. Preliminary Benefit Area. This would be in Resolution #662. If approved, the public hearing would be set for the first meeting in March. It was moved Reichhardt and seconded Alesse to approve Resolution #662. The motion passed unanimously.

Dan discussed parcels on Whitehorn Way that have asked for sewer service. There are three parcels and Dan discussed the option for providing sewer service to these lots. The commissioners approved requiring the sewer to be extended to the mid-point of the last lot, but would like additional information on how the reimbursement area might look like.

Dan also noted that the City of Blaine has requested that a residence on the north side of the Drayton Harbor Road, adjacent to the city limits line, be allowed to connect to Blaine sewer. The parcel belongs to K. Gobato. The board agreed to allow that approach to serving this property.

Dan noted that Alfred Reid discussed concerns with going through the State Park with the force main. Dan has talked with another archaeological consultant who doesn't think an archeological permit would be required because it is already disturbed ground. Dan will continue to work on this issue and report back to the board.

Roger talked about the status of the BP sewer rate review being done by Kennedy Jenks. He also noted BP is over their contract flow limits. Staff will continue to work to discuss this issue with BP.

Roger discussed the reclaimed water project proposal. Roger suggested that Commissioner Montfort and PUD General Manager Steve Jilk brief the County legislative representatives on the proposed reclaimed water project. The commissioners reviewed the briefing outline and made some comments on the content.

Also, Roger asked the board to approve a Task Order #11 to Kennedy Jenks for \$3,000 to provide consulting services for the water supply contract negotiations with the PUD. It was moved by Alesse to approve Task Order #11 with Kennedy Jenks. The motion was seconded by Reichhardt and passed unanimously.

Roger presented a draft Memorandum of Understanding to work with Blaine regarding the use of FCSSG as a consultant for the review of the cost of water system planning. The consultant expense would be shared evenly between the City and the District. Roger asked for approval of the MOU in principle and not to exceed \$11,080 for the District. It was moved Alesse and seconded Reichhardt to approve the MOU. The motion passed unanimously.

Glenn, Roger and Dan reviewed a few budget questions that were asked by the commissioners at the last board meeting and provided additional information regarding those questions. Dan also provided some estimates of the waterline replacement program, and after review with Blair, recommended deferring replacement of the '88 water service truck to 2008.

It was moved by Reichhardt and seconded by Alesse to approve the O&M budget as presented. The motion passed unanimously.

The commissioners then reviewed the Department CIP items. The attached list includes those items approved in the 2007 CIP budget. It was moved Reichhardt and seconded Alesse to approve those items as listed. The motion passed unanimously.

The commissioners reviewed the Major Project and Equipment CIP budget. With the exception of adjusting the budget for the waterline replacement project up to \$350,000 and the deferral of the service truck replacement, it was moved by Reichhardt and seconded by Alesse to approve the budget as presented. The motion passed unanimously.

Roger gave an update on the Table 9 cross connection control accounts.

Dan reported that the 2 lots in Birch Bay View still have not done anything about their connection. He will have a recommendation at the next meeting on further action.

Glenn asked for review of a couple of customer requests. After review, the board agreed to grant a leak credit to Mrs. Chan if the meter is pulled and not re-installed until the water lines are repaired. Also, after review, the board agreed to waive the late charge and returned check charge for Ena Grant.

Don noted that the board met for a special meeting on January 31, and would like to set another special meeting to continue working on policy and planning issues. The board set February 14 at 11:30 at Dutch Mothers in Lynden for that meeting.

There being no further business, the meeting was adjourned at 7:45 pm.

COMMISSIONER

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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 **February 8, 2007**.

BOARD SECRETARY

(minutes taken by Glenn Golay)