

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD March 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, Treasurer Glenn Golay, Engineer Rodney Langer, and Blair Murry from Trillium.

Agenda additions/changes: none

Public Input: none

Consent Agenda included: Minutes for the Regular meeting of February 22, 2007; Accounts Payable Warrants #35902-35937 paying Claims #35902-35937 for \$61,338.75; February Payroll Warrants #5260-5283 for \$58,095.09, February adjusting entries to UBS for \$2,115.60 charges and \$7,171.60 credits; February EFTPS withholding deposit made on 02/28/07 for \$18,059.79; and February Financial Reports for review. It was moved Reichhardt and seconded Alesse to approve the Consent Agenda. The motion passed unanimously.

Developer Extensions – public input:

Mr. Murry was present for input on the **Trillium-Drayton Harbor/Shintaffer Farm** DE's. Dan reviewed the status of the project. This project would not include the "Meadows" DE. Dan talked about the routes and sizes of the recommended service lines. CHS has prepared a "requirements" outline for the project. There were some questions from the commissioners regarding the timing on the projects. It was moved Alesse to approve the recommended conditions. The motion was seconded by Reichhardt. The motion passed unanimously. Mr. Murry thanked the commissioners and staff for their cooperation on this project.

Forcemain: Dan discussed the proposal from Ross Widener for consulting on the project. The first phase is for pot-holing and testing, or the first 3 items on the proposal. The cost is estimated to be \$32,088. Dan says the shorelines/SEPA issues can be dealt with later. It was moved Alesse and seconded Reichhardt to approve the proposal from Ross Widener. The motion passed unanimously.

Dan presented a review of a proposal for the District to provide wastewater service to the West Blaine (Birch Pt/Semiahmoo) area. CHS has done a review of the capital facilities needed and determined that the cost exceeds what Blaine has estimated for them to retain the service and send it to their new treatment plant. Staff is meeting with Blaine staff tomorrow afternoon and with the commissioners' permission, would give this review to the city staff for their information. The commissioner concurred.

Roger discussed a letter received this week from BP regarding the projects with the District. They are reportedly willing to pay the requested deposit of about \$109,000 to the District in order to perform the studies. The projects include not only an increase in the wastewater service, but also reclaimed water and a new potable water contract that would include an uninterruptible supply. Roger commented that he sees this as a positive development.

Roger reviewed water supply issues. He is working on a letter to the PUD on contract issues, such as including Telecom Utility expenses on BBWSD's cost from the PUD. The PUD financial forecast was received yesterday for Roger's review.

As requested by the commissioners at the last board meeting, Dan reviewed the AES scope of work on the watershed and well work in cooperation with the City of Blaine. Dan also talked about the two requested Scope & Fee proposals that were presented at the last meeting. They are again on the agenda for review at this meeting.

It was moved by Reichhardt and seconded by Alesse to approve the AES Conceptual Ground Water Model for \$18,250, and the Cost Reimbursement Program for \$13,550. The motion was passed unanimously.

Dan handed out copies of Carollo Engineering's final **WWTP Engineering report** for the board's review. He just received the report today. Dan proposed having special meetings with Steve and Dan doing the briefing on the report. The Commissioners set Wednesday, March 14th at 7:00 PM for the special meeting on the WWTP report review.

For the **Water System Plan** work, the board reserved Thursday, the 29th for a special meeting to work on the demand forecast/source of supply. Another special date was set for April 18 to continue review of the WSP CIP and Rate Modeling.

Blaine Road Distribution Waterline project: Dan reported that the low bidder was Larry Brown Construction at \$182,050. CHS has reviewed the low bidder's qualifications and recommends awarding the bid to Brown Construction. It was moved Reichhardt and seconded Alesse to award the bid as recommended. The motion passed unanimously.

Developer Extension: Dan reported that he still needs to work with the **Horizons** developer and has reviewed the irrigation report and just received the cost numbers from FCSG. He will be meeting with the developer and should have a recommendation for the next board meeting.

Whitehorn Way short plat: Dan reviewed the recommendations for service to the property. The board approved the recommendations.

Maritime Manor: Dan reported on his review of the service connections for this project and the impact of the proposed traffic circle at Blaine Road/Birch Bay-Lynden Road on that infrastructure. He recommends that the District look at upgrading the existing waterline prior to the county's round-about project as a general facility and then Maritime Manor will not be impacted by the project.

There being no further business, the meeting was adjourned at 6:30 pm.

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 **March 8, 2007.**

BOARD SECRETARY

(minutes taken by Glenn Golay)