

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD June 14, 2007

Commission President Don Montfort called the meeting to order at 4:35 PM. Other persons present included Commissioner Patrick Alesse, General Manager Roger M. Brown, Engineering Services Manager Dan Eisses, CHS Engineer Rodney Langer, Attorney Bob Carmichael, Dustin Sellinger, Luke van't Hoog (BP), Keith Lucke (BP), and Nigel & Cathleen Douglas.

Agenda additions/changes: Add item to the agenda NPDES permit Review, Budget Request #7A

Public Input: Nigel & Cathleen Douglas from 4391 Masterson Rd expressed their desire to purchase lot 10w in Double R Ranch, a property adjacent to theirs. Attorney Bob Carmichael discussed the options and statutes that regulate the District's ability to sell real property. The Douglas's asked to be notified when the advertisement for bid's was made. The board agreed to do this.

Consent Agenda included: Minutes for the Regular meeting of May 24, 2007; Accounts Payable Warrants #36210-36255 paying Claims #36210-36255 for \$135,256.08; May Payroll Warrants #5367-5390 for \$73,188.55, May adjusting entries to UBS for \$1,398.70 charges and \$171.00 credits; May EFTPS withholding deposit made on 05/30/07 for \$25,878.12; and May Financial Reports for review. It was moved Alesse and seconded Montfort to approve the Consent Agenda. The motion passed unanimously.

Developer Extensions – public input: -

BP Wastewater – Roger Brown reported that they have received a proposed agenda from BP and are working on finalizing the agenda and scheduling a meeting.

Water supply – Dan Eisses reported on the status of well 5.1 and other water system improvements in the city of Blaine's supply system. The District and the city are having weekly meetings trying to keep the project moving and hope to be complete sometime in early July. Commissioner Alesse moved to authorize the general manager to spend \$25,000 for unforeseen expenses that may be needed to reduce any delays in bringing the system online. Seconded Montfort. The motion passed unanimously

NPDES permit – ESM Dan Eisses reported on the preliminary application comments from Mark Henderson at DOE. Dan proposed hiring CHS to identify changes to the proposed permit from the existing permit, and then to approach Corolla Engineers to see if the changes to the permit are something that others in the area have recently experienced. Commissioner Alesse moved to approve \$7,500 for these engineering services, and the motion was seconded by Montfort. The motion passed unanimously

Dan Eisses and Rodney Langer reported on the **Water system plan**, and some of the projected future projects. Dan indicated that a preliminary rate model forecast of financial impacts should be available in about one month.

Dan presented the commissioners with a chunk of concrete from the roof of **PS #8**. There were also some pictures showing the sections of roof that are spalling, and an engineering report of

recommended steps and solutions for repair of the roof. There was some discussion on whether these costs would be covered in the O&M budget or part of capital improvements via GFC's .

Dan reported on the Phase 1 proposed upgrades to the **telemetry system**. He reviewed the currently budgeted items related to this project and their status. He then reviewed the system diagram and what phase 1 would include. He then reviewed the 2 quotes that we have currently received for the work to be done. The District would need an additional \$27,000 to complete the upgrades. Commissioner Alesse moved to increase the water department CIP budget by \$27,000, and to transfer leftover funds from communications CIP projects, and the motion was seconded by Montfort. Passed unanimously

General manager Roger Brown made note of a potential issue with ELU's and water use concerning the C-Shop that will be discussed at the next board meeting.

Dan briefed the board on the current status of **developer extensions**. He asked for conditional acceptance on the Horizons project. There is still an issue left regarding calculation of credits for GFC's. This work is typically done before project acceptance. Commissioner Alesse moved to approve the conditional acceptance and Commissioner Montfort seconded. Passed unanimously.

Engineer Rodney Langer briefed the board on the Harbor Shores development. The developer wanted to extend sewer a significant distance. The comp plan originally called for the area to be fully developable but upon further review it would appear that nearly 1/2 of the proposed service area would be wetlands. Rodney presented some proposals on different ways of servicing this area. The Board would like some additional information and approved sending the current study to the developer.

ESM Dan Eisses reviewed the application review for Terrell Creek Villas, 86 residential condo's on Birch Bay Drive. For the water improvements staff is recommending the individual metering and waiving the water main build through requirements. The sewer recommendation is for a sewer main on the north and south property boundaries. The build thru requirement would be satisfied by an easement in case the property to the north and east required future service. Commissioner Alesse moved to accept the project review, and Commissioner Montfort seconded. Motion passed unanimously.

Dan then presented the board with two more questions about irrigation services for developments. The Malibu development has submitted a proposed plant list and irrigation plan. Dan asked for direction on reviewing these plans, and whether a plan and irrigation review should be required.

The other question concerned the Homestead Grand Bay condo's irrigation. They are now requesting a specific irrigation meter. Should they be required to prepay the estimated yearly charges as was required at the Horizons project? The board directed staff to develop a proposed policy dealing with requests for new irrigation service, in which the magnitude of water use would be small compared to Horizons. However, the policy should generally conform to the policy direction taken on the Horizons development, allowing for differences in scale and scope of each project.

There being no further business, the meeting was adjourned at 7:46 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 **June 14, 2007**.

BOARD SECRETARY

(minutes taken by Dustin Sellinger)