

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD September 13, 2007

Commission President Don Montfort called the meeting to order at 4:35 PM. Other persons present included Commissioners Patrick Alesse and Carl Reichhardt, General Manager Roger M. Brown, Engineering Services Manager Dan Eisses, Attorney Robert Carmichael, Treasurer Glenn Golay, Engineer Rodney Langer, Water Conservation Specialist Emily Resch, and Luke van't Hoog (BP).

Agenda additions/changes: Roger introduced Emily Resch, the District's new Water Conservation Specialist to the board.

Public Input: none

Consent Agenda included: Minutes for the Regular meeting of August 23, 2007; Accounts Payable Warrants #36488-36517 paying Claims #36488-36517 for \$50,085.40; August Payroll Warrants #5477-5501 for \$57,802.65, August adjusting entries to UBS for \$5,352.29 charges and \$222.65 credits; August EFTPS withholding deposit made on 08/31/07 for \$20,683.58; and August Financial Reports for review. It was moved Reichhardt and seconded Alesse to approve the Consent Agenda. The motion passed unanimously.

Roger reported that contract negotiations with BP are underway. Nothing to report as yet. Next meeting is the 27th, where they will outline potential contract terms.

Roger has attended a couple PUD meetings. Nothing to report from those meeting. Staff has a meeting tomorrow with City staff, in preparation to meeting with the DOE on groundwater rights. Chuck Lindsay will be at that meeting.

Don stated that he heard earlier this week that there is state funding of about \$4 million available for reclaimed water projects. The statewide funding taskforce is seeing reclamation as separate from wastewater funding as it stands now. There was general discussion about this program at the state level. Luke made some comments about BP's interests in this area.

Dan reported that he met with representatives of Bell Bay Jackson Association to discuss potential merger details. He doesn't feel there is any need to continue the discussions based on BBJA's position. The commissioners agreed.

Dan and Rodney discussed the Pt. Whitehorn water service reliability review and the various alternatives to improve that reliability. Rodney recommended including recommendation 2B from his review, in the Water Comp Plan to accomplish this improvement. The projected cost of the project would be included in the 10-year infrastructure improvements in the calculation of the connection charge. The commissioners agreed with including that position in the draft Water Comprehensive Plan.

The District has received the Archaeological permit for the test hole digging on the forcemain project. Dan said that according to Stephanie Kramer there were no comments from anyone on the permit application. Dan discussed the Special Conditions of the permit. Dan asked for permission from the board to proceed with test hole digging. Most of the work will be done by

District staff, with considerable assistance from consultants. It was moved Reichhardt and seconded by Alesse to proceed with the test project. The motion passed unanimously.

Roger made a presentation regarding the Operations Manager position opening. He reviewed the financial impact and the current payroll budget numbers. Roger also discussed the reorganization that has happened and is ongoing based on the changing character of the staff through retirement and potential additional retirements, including retirements among the upper management staff. Roger reviewed a proposed job description for the position. He asked the commissioners to review the material and give him their comments. The commissioners agreed with Roger's direction on this issue. He will return to a future meeting with more information.

Dan asked the board if it was ok to install radio read meters in locations where other radio read meters are the only meters. The board agreed that that was a logical procedure and agreed to allow purchase of the meters.

Dan talked about the possible construction of the Drayton Harbor road replacement by the county this winter. It appears that this project will take place. Dan will bring information back to the next meeting on this project.

Developer Extensions: Dan discussed concerns on the **Horizon** project irrigation methods. Staff has met on the issue and Dan has decided to bring in the contractor to discuss the concerns, and also have an installation inspection done by the landscape consultant.

Harbor Shores: Rodney discussed the review of the service options for wastewater for this project. The recommendation is to have one pump station south of the creek crossing to serve an area north and northeast of Yorky's. The rest of the area would be gravity served. The commissioners agreed with this proposal.

The Commissioners went into Executive Session at 6:10 pm to discuss a personnel issue. They expect to be in session for 10 minutes with no action anticipated afterwards.

Coming out of Executive Session at 6:15 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 **September 13, 2007.**

BOARD SECRETARY

(minutes taken by Glenn Golay)