

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD November 8, 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, Skip Jansen and Craig Parkinson (for Harbor Shores DE), and Luke van't Hoog (BP).

Agenda additions/changes: none

Public Input: none

Consent Agenda included: Minutes for the Regular meeting of October 25, 2007; Accounts Payable Warrants #36675-36730 paying Claims #36675-36730 for \$103,034.23; October Payroll Warrants #5553-5577 for \$57,947.53, October adjusting entries to UBS for \$2,859.84 charges; October EFTPS withholding deposit made on 10/31/07 for \$21,026.00; and October Financial Reports for review. It was moved Reichhardt and seconded Alesse to approve the Consent Agenda. The motion passed unanimously.

Developer Extensions: Skip and Craig discussed the Harbor Shores development and the alternatives for serving the project for sewer. Dan discussed CHS' recommendation that locates the pump station south of a site where the developer would like it built. There was discussion about what, if any, the district's financial participation should be to meet comp plan guidelines. Staff will continue to work with the developer to get more accurate elevations in the project area and study the service and financing alternatives.

BP Wastewater service: Roger gave a brief update on the status of contract negotiations.

Roger also discussed the recent meetings with Blaine city staff regarding water contract negotiations and supply improvements. Roger thinks the talks are on track. He also talked about the "joint assets" in the Blaine water supply system. The definition of joint assets impacts the District's ongoing rates for supply from Blaine. Roger reviewed the proposed rate for next year with Blaine.

Roger said that the schedule is to submit the Water System Plan in early January. The financial model and projections would be presented at the first meeting in December, with a public hearing for the plan on second meeting in December.

Dan reviewed a request from the water department to do some tree trimming at the Birch Pt. tank site. Projected cost for the work is \$2,200. The commissioners agreed with Dan's request.

Dan also discussed flow meters for wastewater measurement, including uses and cost. He will continue to look at this and bring more information back to the board in the future.

Dan reminded the commissioners that the District is receiving bids on the surplus boom truck and they will be opened on the 14th of this month. Dan proposed informing the commissioners of the high bid and proceeding with the sale.

Roger proposed scheduling a second meeting for November because of the water system plan and Blaine contract proposal that will be covered in December. The board decided to meet on the 28th at 4:30.

Dan discussed developer extension activity. He asked for conditional acceptance of the SeaLinks condo DE project fire service line. Commissioner Reichhardt moved to accept conditionally the SeaLinks fire service line. The motion was seconded by Commissioner Alesse and passed unanimously.

It was moved Alesse and seconded Reichhardt to approve the project conditions for the Homestar Condo Phase 2 project. The motion was passed unanimously.

There being no further business, the meeting was adjourned at 6:50 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 **November 8, 2007.**

BOARD SECRETARY

(minutes taken by Glenn Golay)