

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF BIRCH BAY WATER AND SEWER DISTRICT,  
HELD July 10, 2008

Commission President Patrick Alesse called the meeting to order at 4:30 PM. Other persons present included Commissioners Carl Reichhardt and Don Montfort, General Manager Roger Brown, Engineering Services Manager Dan Eisses, Attorney Robert Carmichael, Treasurer Glenn Golay, Water Conservation Specialist Emily Resch, Engineer Rodney Langer, and Henry Schwake.

**Agenda additions/changes:** Roger asked that the Conservation report be presented first on the discussion agenda.

**Public Input:** Mr. Schwake is an architect working for a client who would like to build on a lot adjoining the District Birch Point well site. He presented a request to get some relief from District easements so that they can install a drain field. Roger was concerned that to relinquish the easement may appear to imply abandonment of the water right at that location. Bob agreed that that could be the case. Roger stated that the water right issues may be resolved within six to twelve months in the course of reviewing water rights issues under the Cost Reimbursement Program. The commissioners did not think it was wise to allow any development on the well site easement at this time.

**Consent Agenda included:** Minutes for the Regular meeting of June 26, 2008; Accounts Payable Warrants #37465-37500 paying Claims #37465-37500 for \$105,724.12; June Payroll Warrants #5863-5886 for \$62,548.33; June adjusting entries to UBS for \$2,509.54 charges and \$453.87 credits; June EFTPS withholding deposit made on 07/01/08 for \$22,554.01; and June Financial Reports for review. It was moved by Montfort and seconded by Reichhardt to approve the Consent Agenda. The motion passed unanimously.

**Conservation** Specialist Emily Resch reported that the water supply was adequate for the recent 4<sup>th</sup> of July holiday weekend. She also noted that the wastewater flows were up during that time, which indicates the increase in the number of people at the Bay recently. Emily thinks the watering schedule message is getting out pretty well. Preparation is going forward for the Discovery Days activities.

**BP Wastewater/Water service:** Dan reported that BP has indicated they are going to pay the additional fee which would include the consulting agreement with Corollo. It was moved by Montfort and seconded Reichhardt to approve the Corollo scope and fee for the wastewater consulting service contingent on BP's payment to the deposit account. The motion passed unanimously.

BP staff has asked the District to proceed with the modification of the wastewater service area. This would involve work by CHS, which BP will fund. It was moved Reichhardt and seconded Montfort to approve going ahead with that change request and the CHS work contingent on BP's payment to the deposit account. The motion passed unanimously.

Dan also presented hydrogeology results from AES regarding the Cost Reimbursement Program, as well as Chuck's review of competing water right applications at DOE.

Dan presented information regarding the water general facility charge review. The new GFC would include the Regional Connection Charge, which is part of the new Blaine water supply contract amendment. The commissioners didn't think that it would be worth the effort to notify developers of the increase because there is very little development activity currently. Staff will coordinate with Blaine regarding implementation of the RCC and bring a resolution to the Board to implement.

As part of the above discussion, Dan reviewed the decision to eliminate the LFC charge in 2005 and how those local facility costs could be included in the GFC. Dan's recommendation on the LFC is to continue with the GFC model and include the LFC projects in the GFC calculations. He and Rodney will continue to work on the review and return to a future board meeting with more information.

Dan reviewed the planning for the sewer Pump Station #1 upgrade and the state park's planning for the boat launch and new parking area. Dan will continue to review all the information and return to the next board meeting with a recommendation.

Roger presented a recommended change to the meal expense policy, which has come up for discussion in the context of emergency or unscheduled overtime situations when employees are not able to secure a meal in the normal way and it's not in the District's interest to allow staff to leave the job site. After discussion, it was moved Montfort and seconded by Reichhardt to approve the policy change. The motion passed unanimously.

Dan reviewed the Harbor Shores development. The District will be the lead agency on the SEPA for the project. Dan also reviewed the condition of the existing water lines and future plans for water improvements. Dan is recommending installation of some valves prior to the sanitary work to assist if there are line breaks during the construction. Dan also presented a recommendation from CHS regarding the force main sizing. CHS is recommending a 3" force main that could accommodate up to approximately 130 single family residences. The Board agreed with all these recommendations

There being no further business, the meeting was adjourned at 6:55 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 **July 10, 2008.**

\_\_\_\_\_  
BOARD SECRETARY

(minutes taken by Glenn Golay)