

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF BIRCH BAY WATER AND SEWER DISTRICT,  
HELD July 24, 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, Treasurer Glenn Golay, Water Conservation Specialist Emily Resch, Attorney Robert Carmichael, Richard Osborn, Pam Cash, and Pat Pollock of BP.

**Agenda additions/changes:** Roger asked to remove item 10. Also to add items to discuss Bell-Bay Jackson wholesale water supply agreement; and Birch Bay-Lynden Rd. waterline condition (discussion).

**Public Input:** none

**Consent Agenda included:** Minutes for the Regular meeting of July 10, 2008; Accounts Payable Warrants #37501-37560 paying Claims #37501-37560 for \$105,325.92; and July Payroll Draw Warrants #5887-5901 for \$17,250.00. It was moved by Montfort and seconded by Reichhardt to approve the Consent Agenda. The motion passed unanimously.

Richard Osborn and Pam Cash were present to discuss a possible project on a 20 acre parcel north of the Sunrise Meadows DE. Mr. Osborn discussed a request by Ms. Cash to put a single family residence on the parcel and make the connection without having to do the improvements required by district policy. Dan discussed the district requirements. Commissioner Montfort expressed his opinion that a DE application would be the correct procedure to give a proper review of the request.

Emily presented her monthly update on the status of the **Conservation program**. She reported that the Discovery Days activity went well. Roger noted that the Conservation message was well presented and also commended Emily's father for his help with the program by portraying "Wayne Drop" in the parade and the booth. She also reviewed water usage trends, which remain positive. She has acquired five new A boards and they have been put out in the Birch Point area. August will be designated Leak Detection Month.

**BP Domestic Wastewater service:** Roger discussed the letter received from BP responding to Roger's letter regarding contract problems. A check has been received from BP for project and contract work. Dan reported that BP has begun the dye testing of the sanitary sewer system. Mr. Pollock also spoke of the progress made to study the sanitary sewer system within the plant.

Dan reported on the AES work on the conceptual water model. He also reported on the Cost Reimbursement program and the application for additional water rights. Blaine will be scheduling a meeting with Loomis Trail regarding their water right application to DOE. Dan thinks that the official meeting with the DOE will be the first part of September.

Dan said they discussed the regional connection charge with Blaine staff. Blaine would like to have DOH approval of their water comp plan before implementing the charge. They think that that would be the first of January.

Dan also reported on current I&I testing and review, and the results of the sewer flow meters in the Resort Park and Latitude 49. Further smoke testing at Birch Bay Resort Park revealed some problems that will be need to be corrected. The Latitude 49 area was also tested and several problems were discovered there also. Dan also reviewed a drawing of a sewer inlet installation that he would like to see required by the District. He has discussed this with Mike and Larry and asked the commissioners to approve the detailed drawing for district requirements. It was moved Montfort and seconded Reichhardt to adopt the drawing as district standard. The motion passed unanimously.

Dan presented a proposal from architect Kerry Garrett to provide the service to draft plans for the building repair/addition. Dan asked for approval of the proposal. It was moved Montfort and seconded Reichhardt to accept the proposal. The motion passed unanimously.

Dan discussed the proposed work at the State Park’s boat launch area that would impact the district’s pump station #1, and also presented a possible alternative location for the pump station on the district access road easement. The commissioners directed Dan to proceed with preliminary engineering and cost estimates on the alternative proposal.

Glenn informed the board that state law has changed and the per-meeting compensation for commissioners has increased, as of July 21.

Dan reviewed the provision of wholesale water supply with Bell-Bay Jackson Water Association for the Ball Bay Trailer Park, resulting from a previous MOU with BBJWA. There is a problem with BBJWA’s waterline in that area, so it needs to be corrected. Dan reviewed the alternatives to correct the problem. After considerable discussion, the commissioners directed staff to continue to seek a workable solution consistent with agreements with BBJWA and District interests.

Dan discussed a waterline break that occurred yesterday along the Birch Bay-Lynden Road. The line is an old 4 inch line located off the road and in the trees. Dan couldn’t find an easement for the line. He proposes to replace 900 feet of the line into the right of way, and that would require a small increase in the CIP waterline replacement budget. He would like to get three quotes and bring a proposal to the next meeting. The commissioners approved his recommendation.

**Developer extension projects:** There was no developer extension project discussion.

The commissioners went into Executive Session at 7:17 PM to discuss a matter of possible litigation. They expect to be in session for 20 minutes with no action anticipated afterwards.

Coming out of Executive Session at 7:45 PM, there being no further business, it was moved Montfort and seconded Reichhardt to adjourn the meeting. The motion passed unanimously.

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COMMISSIONER

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COMMISSIONER

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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 24, 2008.**

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BOARD SECRETARY

**(minutes taken by Glenn Golay)**