

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD January 22, 2009

Commission President Don Montfort called the meeting to order at 4:38 PM. Other persons present included Commissioners Patrick Alesse and Carl Reichhardt, General Manager Roger Brown, Engineering Services Manager Dan Eisses, Treasurer Glenn Golay, Water Conservation Specialist Emily Resch, Attorney Robert Carmichael, Operations Manager Mike Sowers, and Dustin Sellinger.

Agenda additions/changes: Don asked to add an item regarding having a special board meeting for district strategic planning and goal setting for the coming year.

Public Input: none

Consent Agenda included: Minutes for the Regular meeting of January 8, 2009; Accounts Payable Warrants #38066-38110 paying Claims #38066-38110 for \$193,513.98 and Warrants #38111-38148 paying Claims #38111-38148 for \$44,230.88; and January Payroll Draw Warrants #6126-6139 for \$17,550.00. It was moved by Alesse and seconded by Reichhardt to approve the Consent Agenda. The motion passed unanimously.

Roger discussed the **Cost Reimbursement Program**. He distributed a potential schedule for the program. The contract signing with DOE is imminent.

Staff and Commissioners began reviewing the proposed 2009 CIP Budget. Roger and Emily briefed the board on the Conservation Program planning and budget and asked for board approval. After discussion, it was moved by Alesse and seconded by Reichhardt to approve the Conservation Program budget for 2009. The motion passed unanimously.

Roger, Mike and Dan then reviewed the proposed Capital Project and Equipment budget for 2009. This is a review of the capital items only. Roger noted that at the next board meeting the Operations budget and Revenue model will be presented. There was considerable discussion about the projects and potential federal and state funding sources.

Don suggested that the board schedule a special meeting for district strategic planning, goal setting, etc. The commissioners were supportive of that proposal and asked Roger to poll the board and establish a date. The public will be notified of the date of the special meeting when it is established.

Dan reviewed the I & I program activity. He presented recent data developed that better reflects actual flows in each sewer basin and pump station. Dan proposed staying with the program as currently presented, and adopt a district wide flow standard, using the District's 5 year highest peaking factor as the standard. The commissioners directed staff to prepare the necessary implementation procedures and bring back to a future meeting.

Roger noted that the DNR outfall easement was recently approved and signed.

Roger reviewed recent activity on regional watershed planning.

There being no further business, it was moved Reichhardt and seconded Alesse to adjourn the meeting at 7:00 PM. The motion passed unanimously.

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 **January 22, 2009.**

BOARD SECRETARY

(minutes taken by Glenn Golay)