

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD July 8, 2010

Commission President Patrick Alesse called the meeting to order at 4:30 PM. Other persons present included Commissioners Don Montfort and Carl Reichhardt, General Manager Roger Brown, Assistant General Manager Dan Eisses, Attorney Simi Jain, Treasurer Glenn Golay, and Water Conservation Specialist Emily Resch.

Agenda additions/changes: none

Public Input: none

Consent Agenda included: Minutes for the Regular meeting of June 24, 2010; Accounts Payable Warrants #39734-39770 paying Claims #39734-39770 for \$39,728.35; June Payroll Warrants #6796-6819 for \$63,548.25; June Adjusting Entries to UBS for \$1,147.20 charges and \$1,036.20 credits; June EFTPS withholding deposit made on 06/30/10 for \$23,099.42; June Department of Revenue payment made electronically on 07/02/10 for \$7,770.61; and June Financial Reports for review. It was moved by Reichhardt and seconded Montfort to approve the Consent Agenda. The motion passed unanimously.

The commissioners had several questions about the monthly reports and specific items on those reports.

BP: The sewer contract is with the attorney for review and Dan thinks it will be sent to BP soon. The ad for the SEPA water contract change will run tomorrow.

Emily updated the board on activity in the **Conservation program**. The July 4th weekend usage was well below the historical peak, at 1.4 mgd. The Northern Light "water usage trend" ad was run for the first time last week, which was in partnership with the City. The Water Alliance activity was discussed. Emily also discussed her plans for the Discovery Days event, which is July 17 & 18.

Water Supply Contract – Amendment #2: Roger reviewed the FCSG task order for their part of the contract work. The cost was reduced from the original proposal and it has been signed and fully executed. Roger then reviewed the specifics of the proposed contract change. Roger also talked about the meeting this afternoon with Blaine and Ed Cebren (FCSG). Ed thinks that the RCC should be updated routinely. Roger is hopeful that the contract amendment work would get done by the end of July.

Dan updated the commissioners on the progress of completion of remaining punch list items on the Birch Bay Drive Forcemain project. Dan will be meeting with Jansen tomorrow. As well, there are only a couple issues left with the state park.

Roger reported on the status of the agreement with the Resort Park.

Developer Extensions: Dan updated the board on current developer activity. He gave an overview of fire hydrant issues, specifically the request from a property owner (Dave Voigt) across the road from the district's Kickerville tank to install a fire hydrant that would meet fire protection needs for his building plans. The site is outside the district's service area. The board asked staff to draft a policy limiting installation of fire hydrants outside of the District's water service area for discussion at the next meeting.

There being no further business, it was moved Montfort and seconded Reichhardt to adjourn the meeting at 6:30 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 **July 8, 2010.**

BOARD SECRETARY

(minutes taken by *Glenn Golay*)