

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF BIRCH BAY WATER AND SEWER DISTRICT,  
HELD July 22, 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, Treasurer Glenn Golay, Attorney Robert Carmichael, Dave Voigt and a reporter from the Northern Light.

**Agenda additions/changes:** Roger noted a couple changes to the agenda. Glenn also asked that the commissioners review a customer request.

**Public Input:** none

**Consent Agenda included:** Minutes for the Regular meeting of July 8, 2010; Accounts Payable Warrants #39771-39811 paying Claims 39771-39811 for \$138,102.89; and July Payroll Draw Warrants #6820-6833 for \$17,350.00. It was moved by Montfort and seconded Reichhardt to approve the Consent Agenda. The motion passed unanimously.

**Budget review:** In a periodic review of budget performance, Dan focused on the revenue forecast. He explained some spreadsheets and graphs that staff has developed to review the current revenue picture. The general discussion seemed to imply that lower revenue is a result of a wet spring/early summer that has reduced demand and thus resulted in lower billed revenue.

Roger discussed staff review of a draft district policy concerning providing water service outside the district service area. He talked about the principles impacting the provision for service. Dave Voigt was present to discuss his wish to obtain a hydrant service for property he owns outside the district service area that is across from the Kickerville reservoir. The commissioners were not in favor of providing service outside the district's service area, per Mr. Voigt's request. Dan will provide a copy of the draft minutes to Mr. Voigt regarding the board's direction not to provide the service. The draft policy will be brought back to the Board at the next meeting for adoption.

It was moved Montfort and seconded Reichhardt to adopt Resolution #693, to apply to the Boundary Review Board to provide potable water service to BP. The motion passed unanimously.

**BP:** Roger and Dan discussed the sewer contract review. Attorney Carmichael completed his review of the draft contract today and staff will try to get that document back to BP in the next few days. BP staff have been busy with the Gulf cleanup and have not been as available as they normally are to review the contract proposal.

**Water Supply:** Roger discussed the proposed amendment #2 to the Blaine Wholesale Water Supply agreement. City staff has reviewed the amendment and it is being sent forward to the city council next week. Roger explained the specific issues addressed in the amendment. Roger asked for authorization from the board to sign the amendment as presented when it is adopted by the city council. It was moved Montfort and seconded Reichhardt to authorize Roger to sign Amendment #2 to the Wholesale Water Agreement with Blaine. The motion passed unanimously.

Commissioner Reichhardt moved to approve the easement on Well #2 that is part of the contract amendment, and to authorize Roger to sign that. The motion was seconded by Montfort and passed unanimously.

Dan reviewed water use data for both the district and city. Water use is still running significantly less than normal.

**Forcemain Project:** Dan reported that an employee of Jansen was working on the punch list items last week. There has been no response from Jansen on remaining contract matters. Dan is also working on final archaeological issues with Widener.

There was general discussion regarding the Birch Bay Resort Park sewer flows.

The board discussed attendance at the WASWD conference in September. Commissioners Montfort and Alesse will attend, as well as Dan. Also, Roger informed the commissioners that the opening ceremony for Blaine's new water reclamation facility will be August 6<sup>th</sup>. All the commissioners will be attending, as well as Roger and Dan.

**Developer Extensions:** Dan received a call from Skip Jansen today. He is trying to have the Harbor Shores development annexed by the City of Blaine and needs to get into the Blaine UGA. He is looking for a letter from the district supporting that change. Dan commented on how the UGA change could affect the district. After discussion, the board directed staff to send a letter stating the facts concerning sewer service to this area to the County Council.

Glenn presented a request from Althea Cerncic for relief from late charges on her account because a renter that was in the house did not pay the bill. After review, the commissioners decided to waive the \$33 in late charges.

There being no further business, it was moved by Montfort and seconded Reichhardt to adjourn the regular meeting at 6:50 PM. 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 22, 2010**.

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BOARD SECRETARY

(minutes taken by Glenn Golay)