

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD October 14, 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 Bob Carmichael, Treasurer Glenn Golay, Operations Manager Mike Sowers, Scott Hulse, and Jeremy Swartz from the Northern Light.

Agenda additions/changes: none

Roger announced that the DOE had awarded the district an outstanding treatment plant award, to be presented on October 19.

Public Input: Scott Hulse, a resident on Holman Avenue. He asked questions about the district's service proposal of potable water to the BP refinery. Roger, Dan and the Board answered his questions.

Consent Agenda included: Minutes for the Regular meeting of September 23, 2010; Accounts Payable Warrant #39978 paying Claim #39978 for \$119,578.86, Warrants #39979-40015 paying Claims #39979-40015 for \$44,683.81 and Warrants #40016-40043 paying Claims #40016-40043 for \$96,484.13; September Payroll Warrants #6910-6933 for \$63,129.39; September Adjusting Entries to UBS for \$1,745.35 charges and \$4,290.84 credits and to Assessments for \$24,320.69 charges; September EFTPS withholding deposit made on 09/30/10 for \$24,279.46; September Department of Revenue payment made electronically on 10/05/10 for \$10,316.94; and September Financial Reports for review. It was moved by Montfort and seconded Reichhardt to approve the Consent Agenda. The motion passed unanimously.

PUBLIC HEARING: Water System Plan Amendment.

Commissioner President Patrick Alesse called the hearing to order at 4:50 PM. The purpose of the hearing is to receive public input on the proposed amendment to the District's water system plan. Dan described the basic intent of the amendment, which is to allow for permanent potable water service to BP. There being no further discussion, Commissioner Alesse closed the public hearing at 5:00 PM.

It was moved Reichhardt and seconded Montfort to approve Resolution #696, adopting amendment #1 to the Water System Plan. The motion passed unanimously.

BP: Roger discussed the district's relationship with the PUD and the fact that the district will service the potable needs of BP while the PUD serves their non-potable demand.

Dan reported that the district has received BP's comments on the wastewater contract and he discussed those and the district's response.

Roger talked about other water supply issues that were discussed at the last district/city staff meeting. Blaine's SCADA improvements were discussed as well as various options for enhancing supply, including improvements to well 5.1.

The meeting with **BBWARM** will be on the 27th. Roger reviewed the agenda of the meeting and an outline of what will be presented by the district.

Dan reviewed the **Forcemain project** and discussed a notice of claim from a vendor on the project. Also, the last culvert section is being installed at the access road entry and should be completed tomorrow.

The outfall evaluation and mixing study are complete. The studies are favorable and they have been transmitted to the DOE. The outfall looks to be in good shape.

Dan discussed the proposed headworks improvement project and the reasons for the improvements. Dan has looked into consultant selection. Mike and Dan have discussed the possible options for consultants and have interviewed CHS Consultants with Rick Esvelt as a sub-consultant.. The commissioners didn't have any objection to selecting CHS and Rick for the work. Dan will continue to review this and return to the board for a decision in the future.

Roger, Dan and Glenn presented a review of district utility rates and an adjusted revenue requirements model based on current activity and projected reduced growth activity. The board had a number of comments and questions. Staff will return to the October 28 board meeting with a rate recommendation for 2011.

There being no further business, it was moved Montfort and seconded Reichhardt to adjourn the meeting at 7:50 PM. The motion passed unanimously.

COMMISSIONER

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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 **October 14, 2010.**

BOARD SECRETARY

(minutes taken by Glenn Golay)