

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF BIRCH BAY WATER AND SEWER DISTRICT,  
HELD **February 9, 2012**

President Pat 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, Interim Finance Director Meredith Riley, and Jeremy Schwartz.

**Agenda additions/changes:**

**Public Input:**

**Consent Agenda included:** Minutes for the Regular meeting of January 26, 2012; Accounts Payable Warrants #41284-41308 paying Claims #41284-41308 for \$101,657.68; January Payroll Warrants #7363-7371 and auto payments #10142-10155 for \$90,824.03 in total; Federal EFTPS for January Payroll withholding for \$23,115.32; Manual Warrant #901124 for American Express discounts and fees for \$20.64; and January Utility Billing and LID Billing adjustments. It was moved by Montfort and seconded by Reichhardt to approve the Consent Agenda. The motion passed unanimously.

**Developer Extensions:** None.

**Additional Accounts Payable:** Accounts Payable Warrants #41309-41325 paying Claims #41309-41325 for \$34,074.84 were presented. It was moved by Montfort and seconded by Reichhardt to approve the additional Accounts Payable. The motion passed unanimously.

**PW Trust Fund Loans:** Don M. stated the Legislature may allocate around \$900 Million in grants, but most of it won't be for water and sewer. The District is on the list in front of the Legislature right now for PWTF Loan for Blaine Road. There is inexpensive money available for taking over water systems. There is one possibility for the District. Dan can contact them and see if they are interested in joining the District. Many projects are being funneled toward SRF funds. The Board suggested getting a project ready for Blaine Road from Double R to Alderson Rd. and putting in an application.

**Policy Updates:** Dan brought forward a number of policies for Board review:

1. Adjustment to Utility Billing – Water Leaks; include other than single family residences, and a few other changes.
2. Receipt of delinquent assessment payments - Delete
3. Certain multiple accounts – Delete; proposal to modify the District Code.
4. Individually metering existing multiple unit accounts – Delete
5. Sewer emergency, property owner – proposal to modify the policy.
6. Sewer only service – Delete; proposal to modify the District Code for water and sewer.
7. Water/Sewer service outside of District boundaries – Delete
8. Interim standards for approval of irrigation plans for new development – Delete
9. Standards for approval of irrigation plans for new development - Proposed

**Resolution No. 716** – Updating the District Code on Acceleration of ULID Assessments Due in the Future on Accounts Delinquent more than Two Years, replaces Policy of No. 2 above.

It was moved by Montfort and seconded by Reichhardt to approve the staff recommendations to policies 1-9. The motion passed unanimously. It was moved by Montfort and seconded by Reichhardt to approve Resolution No. 716. The motion passed unanimously.

**WRIA 1 Watershed Plan:** The Whatcom Water District caucus has resumed meeting. The February 2<sup>nd</sup> meeting updated procedures, mainly replacing consensus with majority rule for decision-making. Roger provided the Board with the written procedures and discussed a number of related issues.

**Developer Extensions:** Dan reported that Birch Bay State Park is working on a water line project. They may connect to the District's water line in 4 locations with new meters to complete this project.

**Executive Session:** Meeting went into executive session at **6:00 pm** to discuss a personnel issue. The time in executive session is estimated to be 15 minutes; and there may be action. The meeting came out of executive session at **6:15 pm**.

The Board directed that decisions on exemption for the Fair Labor Standards Act be delegated to the General Manager.

Allesse adjourned the Board meeting at **6:16 pm**.

---

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 **February 9, 2012**.

---

BOARD SECRETARY