

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF BIRCH BAY WATER AND SEWER DISTRICT,  
HELD March 8, 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:** None.

**Public Input:** None.

**Consent Agenda included:** Minutes for the regular meeting of February 23, 2012; Accounts Payable Warrants #41355-41371 paying Claims #41355-41371 for \$16,689.49; February Payroll Warrants #7374-7382 and auto payments #10166-10179 for \$87,976.76 in total; Federal EFTPS for February Payroll of \$21,931.40, Manual Warrant #901131 for American Express credit card services for \$28.82; February Utility Billing adjustments of \$1,470.77 and (\$2,359.85) and LID adjustments of \$0. 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 #41372-41389 paying Claims #41372-41389 for \$83,814.75 were presented. It was moved by Montfort and seconded by Reichhardt to approve the additional Accounts Payable. The motion passed unanimously.

**State Funding:** Dan has submitted the State Revolving Fund loan application for Blaine Road water main replacement. Don talked about the level of funding at the State level for Public Works Trust Fund Loan.

**Policy Updates:** Dan brought forward several Commission policies for Board review:

Limited availability – Dan has talked to the County regarding this issue and what their procedure consists of. The County is going to start requiring the Developer's letter of conditions at preliminary plat approval. Dan said it was a good discussion.

1. Residential Sprinkler System, Fire Suppression #12 (2002); Dan brought an example from Woodenville where they have codified this issue. Dan recommends spelling out no connection charge for a residential sprinkler system meter. Dan will write up a proposal to modify the Commission policy. The Board generally likes the idea of requiring a separate meter.
2. Conduct of Public Hearing #20 (1984); Bob C. recommends deleting it. The Board agreed to delete this policy.
3. Inadequate Water Pressure #30 (1998); Dan explained this allows a customer to put in place a booster pressurization system. The State requires 30 pounds per square inch at the meter. Dan suggested we could either delete the policy or add that it must go to the Board for review. Dan will write up a proposal and bring it back to the Board.

**WRIA 1 Watershed Plan:** Roger is working on a presentation regarding WRIA 1 issues. The two main issues to focus on are representation, and general adjudication of water rights. Roger provided the Board the RCWs regarding general adjudication and the information from the DOE website on general adjudication.

Roger had a discussion with DOE staff regarding the issues surrounding a general adjudication.

Roger handed out additional information on Watershed issues, and went through the documents with the Board.

Roger gave the Board some graphs showing assessed valuation and voter representation for the participants in Whatcom County, including the Water/Sewer Districts, Small Cities, Bellingham, and the County.

**City Meeting:** Roger and Dan reported on the District and City of Blaine coordination meeting. The District is waiting for the new City of Blaine Public Works Director to begin at the City. The District wants to get back to a monthly meeting with the City. Emily made a Conservation packet for the new City PW Director.

**BBWARM:** Dan stated that the District met with BBWARM and will meet with them in a few months.

**Developer Extensions:** Dan reported:

Horizons: may have a potential buyer.

Harbor Shores: Harbor Shores has signed an agreement with the City of Blaine for sewer service, without a MOU with the District.

The District received an email from the State Archaeologist that they are finally done with the force main project.

Meeting went into executive session at **6:09 pm** to discuss a personnel issue. The time in executive session is estimated to be 10 minutes; no action is expected. The meeting came out of executive session at **6:25 pm**.

Alesse adjourned the Board meeting at **6:25 pm**.

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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 **March 8, 2012**.

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BOARD SECRETARY