

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF BIRCH BAY WATER AND SEWER DISTRICT,  
HELD March 22, 2012

Vice-President Carl Reichhardt called the meeting to order at **4:31 pm**. Other persons present included Commissioners Don Montfort, General Manager Roger Brown, Assistant General Manager Dan Eisses, Attorney Bob Carmichael, Interim Finance Director Meredith Riley, and Jeremy Schwartz. Board President, Pat Alesse arrived after the meeting was started.

**Agenda additions/changes:** None.

**Public Input:** None.

**Consent Agenda included:** Minutes for the regular meeting of March 8, 2012; Accounts Payable Warrants #41390-41413 paying Claims #41390-41413 of \$54,679.80; March Draw Payroll Warrants #7383-7384 and auto payments #10180-10189 for \$15,775.00 in total; Manual Warrant #901135 to Bank of NY Mellon for 2008 Revenue Bond interest payment of \$15,000.00; Manual Warrant #901136 to Elavon for February credit card fees of \$632.56; Manual Warrant #901137 to Dept of Revenue for February excise tax of \$9,535.92; Manual Warrant #901138 to Key Bank for Feb fees of \$201.49; and February 2012 Cash Report and Revenue and Expense Report. 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 #41414-41428 paying Claims #41414-41428 of \$16,432.86 were presented. It was moved by Montfort and seconded by Reichhardt to approve the additional Accounts Payable. The motion passed unanimously.

**State Funding:** Dan received an email from PWTF Board; they have approximately \$400,000,000 available. Don reported that on a 10 year loan, they now have a ½% available, and a 20 year loan is 1%. Dan received a letter from Dept of Health stating they had \$218 million in applications for \$130 million in loans available. Dan went to a workshop last Tuesday, regarding joint municipal utility service agreements. Both entities must have the same type of service (water and water, etc.)

**Policy Updates:** Dan talked about making the Commission Policies in an electronic format.

Dan brought one policy forward, Notice of Disability Non-discrimination with one change. Board approved.

**WRIA 1:** Roger is working on a presentation regarding WRIA 1 issues. He's planning on going to Lake Whatcom District for an April presentation. Roger talked to Gary Tomsic regarding the Small Cities Caucus. Roger will ask Gary if communication with the mayors would be helpful.

Roger handed out a memorandum that was sent to the mayors and managers of the cities in Whatcom County regarding a 2012 budget and work program for the Water Supply Planning-WRIA Joint Board Lower Nooksack Strategy Objective #3.

**Semi-annual Water & Sewer Risk Management Pool Meeting:** Dan reported on the meeting of the WSRMP that he attended on March 15. Dan says it's a worthwhile meeting. The Pool received several quotes on liability policy renewal and it decreased by 4%. Property insurance will probably be an 8-15% increase. The Pool is working on a good neighbor policy and form so districts can get in early and help customers before liability is assessed. There was information regarding Municipal Research Service Center's funding for 2012.

**Developer Extensions:** None.

Reichhardt adjourned the Board meeting at **5:01 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 **March 22, 2012**.

\_\_\_\_\_  
BOARD SECRETARY