

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

President Pat Alesse called the meeting to order at **4:30 pm**. Other persons present included Commissioner Don Montfort, Commissioner Carl Reichhardt, General Manager Roger Brown, Operations Manager Mike Sowers, Attorney Simi Jain, Interim Finance Director Meredith Riley, Information Service Specialist Dustin Sellinger, and Jeremy Schwartz.

Agenda additions/changes:

Public Input: None.

Consent Agenda included: Minutes for the regular meeting of July 26, 2012; Accounts Payable Warrants #41723-41739 paying Claims #41723-41739 of \$72,995.15; July Payroll Warrants #7429-7437 and auto payments #10286-10299 for \$92,717.22 in total, including Federal Withholding auto payment #10291 for \$23,519.12; and Utility Billing July adjustment charges of \$1,602.78 and credits of (\$1,302.11). It was moved by Reichhardt and seconded by Montfort to approve the Consent Agenda. The motion passed unanimously.

Developer Extensions: None.

Additional Accounts Payable: Accounts Payable Warrants #41740-41758 paying Claims #41740-41758 of \$35,868.62 were presented. It was moved by Reichhardt and seconded by Montfort to approve the additional Accounts Payable. The motion passed unanimously.

SCADA Update: Mike Sowers put on a presentation of the new/updated SCADA system. The Board requested that electronic copies be sent to them by email.

Policy Updates:

Adjustment to Utility Bill – Water Leaks: Dustin spoke to this policy. This policy addresses unintentional or unexplained water leaks. The Board set their review level at \$1,000. The policy will be brought back on the next Consent Agenda.

Fees and Charges: Dustin spoke to this policy. He reviewed the new and updated fees. The Board suggested the after-hours turn on and cut lock fees be raised to \$600 each. The policy will be brought back on the next Consent Agenda.

Proper Use of the Internet and Electronic Message Systems: Roger spoke to this policy. He suggested that this policy be deleted, as the personnel policies address employee behavior and productivity. The Board concurred.

State Funding: The PWTF Board has reduced the requested projects from \$1.6 Billion to \$750 Million. The funding still needs to be reduced before it goes to the Legislature. We may know by next week.

WRIA 1 Watershed Planning: Roger discussed with the Board a few new slides within his presentation on WRIA 1 which he presented to the County Council this week. The County Council had asked him to include in the presentation recommendations on actions the County should take.

Report on Proposed Change to County Code: Simi spoke to this issue. This was in regard to changes in the County code regarding water lines running through rural land. The County passed this language change and it is now in the hands of the Growth Management Board.

Developer Extensions: Nothing to report.

Executive Session:

Meeting went into executive session at **6.04 pm** to discuss potential litigation. The time in executive session is estimated to be 20 minutes; action is expected. The meeting came out of executive session at **6:22 pm**.

Montfort moved and Reichhardt seconded to have the District's attorney proceed with the recommended actions on the parcels that are being foreclosed on by the County for tax purposes. The motion passed unanimously.

The Board meeting was adjourned at **6:25 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 **August 9, 2012**.

BOARD SECRETARY