

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF BIRCH BAY WATER AND SEWER DISTRICT,  
HELD **August 8, 2013**

Vice-President Carl Reichhardt called the meeting to order at **4:38 pm**. Other persons present included Commissioner Pat Alesse, General Manager Roger Brown, and Interim Finance Director Meredith Riley.

**Agenda additions/changes:** Consent Accounts Payable changed from \$41,785.91 to \$38,519.97 and Check #42600 voided in the amount of \$3,265.94.

**Public Input:** None.

**Consent Agenda included:** Minutes for the regular meeting of July 25, 2013; Accounts Payable Warrants #42597-42614 paying Claims #42597-42614 of \$41,785.91, reduced to \$38,519.97, for 2013 Budget; July Payroll Warrants #7566-7577 and auto payments #11583-11601 including negative auto payments of #911585, #911588, and #911591 of \$127,864.28 in total; Utility Billing adjustment charges of \$979.07 and credits of \$1,988.45, and LID Assessment adjustments of \$0, for July. It was moved by Alesse and seconded by Reichhardt to approve the Consent Agenda. The motion passed unanimously.

**Developer Extensions:** None.

**WaterCAT:** Roger gave the Board the list of people who attended the first WaterCAT meeting on July 31 and summarized the discussion, noting that the meeting ran somewhat longer than the scheduled time. Roger reviewed some of the issues that will be discussed at the next meeting.

**Warrant #42600 Voided:** Meredith explained there was a problem with July 31 payroll, and this AP check was an attempt to fix the problem. The ASP software support person helped fix the problem through the Payroll system, so this AP check needs to be voided. It was moved by Alesse and seconded by Reichhardt to void Warrant #42600. The motion passed unanimously.

**Additional Accounts Payable:** Accounts Payable Warrants #42615-42633 paying Claims #42615-42633 of \$34,765.09 were presented. It was moved by Alesse and seconded by Reichhardt to approve the Accounts Payable. The motion passed unanimously.

**WRIA 1 Watershed Planning:** Roger has had briefings with public works and administrative staff for Lynden and Blaine this week. Roger reviewed the high points of the briefings.

Roger would like these two cities to consider participating the legal fees regarding water rights. Roger is working on an editorial for the newspaper. He included Marlene Dawson's editorial to the Bellingham Herald regarding reservation land, for the Board's review. Roger also included the Water Districts Caucus meeting agenda that took place on July 31, 2013.

**Budget Amendment:** Roger reviewed the Budget Change Request for a \$3,000 allocation from Admin Legal Services to Water Rights Legal Services with the Board. There is no change to the overall 2013 Budget. It was moved by Alesse and seconded by Reichhardt to accept the Budget change request. The motion passed unanimously.

**Server Failure:** Roger explained that the server was down for two days and what impact it had on the District. Dan and Dustin are reviewing a number of solutions and related costs which will be brought back to the Board.

**Headworks Project Status:** The Board has approved going out to bid on this project. CHS Engineers is reviewing a manufacturer's comments on the specifications for the grit chamber.

**Developer Extensions:**

Nothing to report.

The Board meeting was adjourned at **5:20 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 8, 2013**.

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