

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
HELD **March 14, 2014 3pm**
(Adjourned from March 13, 4:30pm)

President Pat Alesse called the meeting to order at 3:08 pm. Other persons present included Commissioner Carl Reichhardt, General Manager Roger Brown, Assistant General Manager Dan Eisses, Attorney Bob Carmichael and Finance Director Sandi McMillan. Absent was Commissioner Don Montfort.

Audience members included Nathan Dalla Santa, reporter from the Northern Light; Mike Sowers, Operations Manager for the District, and two members of the public Ron McKay and Robert Brown.

Public Input: Dan indicated the audience members were present to discuss a customer account.

Agenda additions/changes: Pat Alesse reordered the agenda to have the customer item after the consent agenda.

Consent Agenda included: Minutes for the regular meeting of February 27, 2014; MC11 to Elavon for January 2014 merchant services fees of \$1,042.06; MC12 to American Express for January 2014 merchant services fee of \$38.85; MC13 to Key Bank for January 2014 analysis fees of \$179.83; MC9 to Department of Revenue for January 2014 Utility Taxes in the amount of \$11,444.28; Accounts Payable checks #43507-43525 paying vouchers #177-206 in the amount of \$41,174.54; February 2014 Payroll and Draws in the amount of \$141,855.05; and 2013 Financial Year End Reports and ELU worksheet.

It was moved by Carl Reichhardt, and seconded by Pat Alesse to approve the consent agenda as presented. The motion carried and passed unanimously.

Developer Extensions: None.

Customer Account: Dan Eisses introduced Robert Brown. Robert Brown presented himself as a District customer's father and explained historical details on his son's account. The account has been locked off with a balance currently owing of \$717.90. Mr. Brown continued to explain circumstances. District staff recommended he contact the Community Assistance Program of Blaine and gave him the phone number.

Blaine Coordination: Dan Eisses summarized current coordination efforts including a sewer service request to the District and the issues involved as it is in the Blaine service area.

WRIA 1 Watershed Planning: Roger Brown updated the Board on upcoming Caucus and Planning Unit meeting dates. Mr. Brown summarized the Whatcom County Council budget resolution recommendation and how it could possibly affect upcoming meetings and a facilitator commitment. Mr. Brown also relayed the recent Whatcom County Executive commitment made at the Public Works committee meeting. He summarized that WRIA 1 Joint Board and Planning Unit will be on agendas of the Water Resource Committee from now on. Bob Carmichael, Mr. Brown and Pat Alesse continued conversation regarding resource commitments and requests to Council to take a more active role in policy oversight. Mr. Carmichael indicated County Council members have appreciated the Watershed Planning information and updates. Mr. Brown continued watershed conversation in regards to a current petition for rule amendment in the Dungeness area due to the recent Swinomish ruling. Conversation continued with audience participation on the subject of rivers and establishment of in-stream flow rules.

Mr. Brown finished his watershed updates by mentioning the funding request for WASWD assistance, discussed in prior meetings, has been submitted.

Headworks Update: Dan Eisses updated the Board on the progress of this project by showing a picture of recent construction. Mike Sowers agreed that the contractor was performing well. Mr. Sowers

presented the quotes for a needed control panel and was pleased that all except for one was well below originally budgeted. Conversation on the different vendors and quotes continued. Mr. Sowers recommended a vendor, ACS, as the successful bidder at \$22,296.75. Carl Reichhardt motioned for bid award to the vendor ACS. Pat Alesse seconded that motion. The motion was carried and passed unanimously.

Verizon Lease Kickerville: Dan Eisses presented the Commissioners with information on the Verizon Cell Tower proposal at the Kickerville Water Tank. Mr. Eisses reminded the Board of the prior lease term offer. He then summarized the average amount that Blaine was receiving for a similar lease and went on to explain the difference in lease reimbursement amounts was because our area is providing service to 5 acre parcels which is less customer dense of an area than City of Blaine. Mr. Eisses was seeking Commissioner approval that Verizon could proceed to permitting with Whatcom County.

Pat Alesse inquired as to public participation in the permitting process and staff confirmed that permitting in Whatcom County does contain a public process. Mr. Eisses asked if the \$1,250 lease reimbursement was comfortable for the Board, else a consultant could be hired to review the proposed lease. Carl Reichhardt indicated the difference between Blaine \$1,400/monthly and the offer of \$1,250/monthly was small and the difference in coverage area density made sense. He was fine with the \$1,250/monthly current offer. Further conversation occurred on the tower structure.

Carl Reichhardt and Pat Alesse both felt comfortable with \$1,250/monthly cell tower reimbursement rate and agreed that District staff should instruct Verizon they could begin the permitting process with Whatcom County. Bob Carmichael clarified no motion was needed as no contractual commitment was being requested.

Additional Accounts Payable: Accounts payable of \$665.73 paying check numbers 43505-6 (vouchers MC6-7); and \$123,702.52 paying checks 43526-43552 (vouchers 207-261) were presented. The motion was made by Carl Reichhardt to approve the additional accounts payable as presented. The motion was seconded by Pat Alesse. The motion was carried and passed unanimously.

Customer Accounts: Sandi McMillan presented account 60015100 and the customer's written request to be relieved of the lock off fee of \$35 due to her mail being stolen. Carl Reichhardt moved to have the lock off fee of \$35 be removed. Pat Alesse seconded the motion. The motion was carried and passed unanimously.

Developer Extensions: None

The Board meeting was adjourned at **4:21 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 14, 2014.**

BOARD SECRETARY