

**WHATCOM COUNTY WATER DISTRICT NO. 13
BOARD OF COMMISSIONERS
SPECIAL MEETING JUNE 1, 2022**

CALL TO ORDER

Hybrid Special meeting June 1, 2022 – @ 6:01 meeting was held via Zoom and in-person at the East Whatcom Regional Resource Center.

All Commissioners present, also one member of the public.

RC/RW a motion was made and seconded to table water rates and water conservation. All were in favor, motion carried.

AA/RW a motion was made and seconded to accept the lowest bid from Up-Rite Fence for the reservoir fencing site. All were in favor, motion carried.

The Board reviewed an employee handbook policy that the attorney revised, and he sent an edited version.

It was decided that healthcare insurance will be paid 100% for a full-time employee only. The employee's premium will be paid in full by the District, any additional spouse/dependents will be paid for by the employee. The district will pay 50% of the premium of part-time employees, should they opt for health insurance coverage.

The District will interview three candidates for the office position, Rebecca will schedule the interviews to be conducted by Richard and Rebecca.

The District received two qualified candidates for the WWTP position, and one candidate for a possible OIT position. Richard will work on scheduling Zoom interviews. Richard and Robert will interview the candidates.

With regards to the Employee manual, the Board made the following changes:

Holidays will be paid for regular FT employees; regular PT employees will only be eligible for the holiday if it falls on a regular scheduled business day.

Vacation for regular FT employees will be 5 days after 1 year, 10 days after 2 years, and 15 days after 5 years. Employees can only carry over 40 hours each year with a max of 120 hours.


They can accrue sick time of 1 hour every 40 hours as per Washington State law. They will begin to accrue sick time and vacation immediately upon starting. However, they can't use the hours until they have completed their 90-day probation period.

There will be another special meeting on June 8, 2022.

The meeting concluded at 7:27pm

CONCLUDE

There being no further business Robert Vandenhaak concluded the meeting at 7:27 pm. These Minutes were presented and approved at a regular meeting of the Board of Commissioners on 7/26/22.

APPROVED:  DATE: 7/26/22
