

**WHATCOM COUNTY WATER DISTRICT NO. 13  
BOARD OF COMMISSIONERS  
SPECIAL MEETING DECEMBER 14, 2023**

**CALL TO ORDER**

A hybrid Special meeting was held December 14, 2023, via Zoom and in-person at the East Whatcom Regional Resource Center. Meeting was called to order at 6:03 pm by President Robert Vandenhaak. Commissioners present were Anthony Au, Rebecca Cayen, Richard Whitson, Robert Vandenhaak and Talitha Shiroma. Staff present were Cheryl Thompson and Carson Cothren present via Zoom.

Nick's Employment Contract

Nick asked for \$1,600 per month for the District's continued use of his water certification and to supervise Carson's training. Robert will reach out to Nick to discuss.

Budget

Final discussions were had to create a balanced budget for 2024.

Generator for WWTP

A new updated bid is coming from TSE to match the scope of the bid from Valley Plumbing & Electric. Bids were received for a temporary mobile generator for the months of January, February, and March 2024. **RC/TS a motion was made and seconded to approve renting a 60 kw mobile generator from Star Rentals \$3,655.68. Motion carried 5-0.**

Carson will call Valley Plumbing & Electric to do the electrical work needed to hook up the mobile generator.

**RV/RC a motion was made and seconded to accept the bid from Valley Plumbing & Electric for a 100 kw generator for the amount of \$77,625.00 plus sales tax. Motion carried 5-0.**

Cheryl will contact Valley to request they reach out to Cummins to switch the size of the generator from 60 kw to 100 kw and ask about the lead time for delivery.

Carson's Water Distribution Certification

Carson is enrolled in a Water Distribution Manager pre-exam 3 day workshop through Evergreen Rural Water of Washington. Classes are January 31 – February 2, 2024. He will write the exam after completing the workshop.

- At 8:02 pm, Robert called for a 10 minute Executive Session to discuss payroll.
- At 8:12 pm, the Executive Session was concluded.

**Following the Executive Session, RW/AA a motion was made and seconded to approve the wage increase of Carson Cothren to \$35.00/hour and Cheryl Thompson to \$32.50/hour. Motion carried 5-0.**

**CONCLUDE**

There being no further business Robert Vandenhaak concluded the meeting at 8:12 pm. These Minutes were presented and approved at a regular meeting of the Board of Commissioners on 1/23/24.

APPROVED: Rebecca Cayen                      DATE: 1/23/24

[Signature] 1/23/24

[Signature] 1/23/24