

**WHATCOM COUNTY WATER DISTRICT NO. 13
BOARD OF COMMISSIONERS
REGULAR MEETING AUGUST 23, 2022**

CALL TO ORDER

The regular meeting of the Commissioners of Whatcom County Water District 13 was called to order by President Robert Vandenhaak at 6:00 pm. Commissioners Richard Whitson, Rebecca Cayen, Jackque Fowler and Anthony Au were present. District employees Cheryl Thompson and Brenda Gamache.

Also in attendance via Zoom were District Engineer Roger Kuykendall and John Markus from Gray & Osbourne, Kelly Wynn from Water & Wastewater Services. Members of the public were Jack Hovenier.

Additions/Deletions to agenda

Staff added Operations update at the end of the agenda.

BILLS PAYABLE

RW/RC a motion was made and seconded to approve the Excise tax Payment Request form dated 8/25/22 in the amount of \$1,393.54. Motion carried 5-0.

RW/RC a motion was made and seconded to approve the Claims Payment form dated 8/11/22 in the amount of \$31,288.39. Motion carried 5-0.

RW/AA a motion was made and seconded to approve the Claims Payment form dated 8/11/22 in the amount of \$ 2,000.00. Motion carried 5-0.

RW/RC a motion was made and seconded to approve the Claims Payment form dated 8/23/22 in the amount of \$22,907.55. Motion carried 5-0.

ADOPTION OF MINUTES

Special Meeting Minutes July 20, 2022

RW/RC a motion was made and seconded to approve the special meeting minutes from July 20, 2022. Motion carried 4-0-1.

Regular Meeting Minutes July 26, 2022

RW/RC a motion was made and seconded to approve the special meeting minutes from July 26, 2022. Motion carried 4-0-1.

Special Meeting Minutes August 10, 2022

RW/AA a motion was made and seconded to approve the special meeting minutes from August 10, 2022. Motion carried 5-0.

Special Meeting Minutes August 16, 2022

RW/AA a motion was made and seconded to approve the special meeting minutes from August 16, 2022. Motion carried 5-0.

December 2021- June 2022 minutes presented for changes and signatures. Rebecca has changes to minutes.

FINANCIAL REPORTS

YTD Expenses – Review

YTD Expense report was presented to the Board for review.

Treasurer's Reports

The Whatcom County Treasures reports for the month of July were presented to the Board for approval. ***RW/RC a motion was made and seconded to approve the July Treasurer's Reports. Motion carried 5-0.***

Cash Position, Collection Report, Aged Receivables, and the Delinquent Account Report.

The July Cash Position, Collection Report, AR and Delinquent accounts reports were reviewed.

Petty Cash

RW/RC a motion was made and seconded to approved Petty Cash disbursement for \$255.70. Motion carried 5-0.

PUBLIC COMMENT FORUM

Jack Hovenier expressed his support to raise sewer rates to \$60 into the hardship category. Jack's developments will continue to grow the GFC account.

WATER & WASTEWATER REPORT

District Operations Report

The July operations report was provided to the Board.

Consumption Report

The July consumption report was provided to the Board.

BUSINESS MANAGEMENT REPORT

The meeting log was presented to the Board.

UNFINISHED BUSINESS

WASWD Monthly update

Richard and Anthony will attend the Fall Conference. October 22, 2022, is the Administrative Managers Meeting

Balfour Valley

No update

Red Mountain

No update

Whatcom Water Alliance

No update

Generator Wiring

Staff will advertise the Request for Bid with selection schedule for September 14, 2022. Recommendation of award at the September 27, 2022 regular meeting.

Website/Email update

Discussion about what pages are wanted on the website: home page, FAQs, etc. Links to the Whatcom Water Alliance website and conservation encouragement would be good. Email will be migrated away from Homestead to Bill Hibler in the next couple of weeks.

NEW BUSINESS

Leak Detection Equipment

Tabled for later

Intent to Serve Letter

Request a letter from the attorney regarding adequate water and wastewater connections.

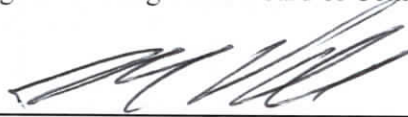
Interlocal Agreement

RW/AA a motion was made and seconded to approve the Interlocal Agreement between Whatcom County and the district to provide payroll services to the district. Motion carried 5-0.

CONCLUDE

There being no further business Robert Vandenhaak concluded the meeting at 6:46 pm. These Minutes were presented and approved at a regular meeting of the Board of Commissioners on 9/27/22.

APPROVED: _____



DATE: _____

10/4/22

Rebecca Cayen

J. Fouch