

**WHATCOM COUNTY WATER DISTRICT NO. 13
BOARD OF COMMISSIONERS
SPECIAL MEETING APRIL 5, 2023**

CALL TO ORDER

Hybrid Special meeting April 5, 2023 – @ 6:03 pm meeting was held via Zoom and in-person at the East Whatcom Regional Resource Center. Meeting was called to order at 6:00 pm by President Robert Vandenhaak.

Commissioners present were Anthony Au, Rebecca Cayen, Richard Whitson, and Robert Vandenhaak. Staff present were Cheryl Thompson and Brenda Gamache via Zoom. Roger Kuykendall and John Markus from Gray & Osborne Engineering were present via Zoom, and 1 member of the public was present in person.

BILLS PAYABLE

RC/AA a motion was made and seconded to approve the Claims Payment Request form dated 03/28/23 in the amount of \$8,528.43. Motion carried 4-0.

RW/RC a motion was made and seconded to approve the Excise Tax Request form dated 3/27/23 in the amount of \$2,009.74. Motion carried 4-0.

UNFINISHED BUSINESS

WASWD Monthly Update

Spring Conference is April 12-14, 2023. The biosolids bill died in committee and the hot weather bill is being modified in the Senate.

Whatcom Water Alliance

Tabled until next meeting.

Engineering Capacity Analysis Report Cost Estimate

DOE is still drafting the wastewater permit and it may be ready by the end of the month.

Policy Review: Water Meter Tampering

Tabled until next meeting.

Sprague Valley Generator: Tri County Diesel Marine Bid

A new generator is needed for the wastewater treatment plant. Carson will get 3 bids for a 60-kW generator.

Resolution No. 03-2023 Retirement Benefits through DPS

Tabled until next meeting.

Radio Frequency Water Meters

Tabled until next meeting.

Drain field Fencing

Natural landscaping creates a partial barrier for access to the drain field. Ecology blocks, big rocks, and boulders could be used to enlarge the barrier. No trespassing signs will be ordered and put up. Reflective tape will be ordered and put on the gates.

NEW BUSINESS

Lead Service Line Service Inventory

The Environmental Protection Agency is requiring all water systems to submit an inventory of lead service lines to the Department of Health by October 24, 2024. All homes built before 1986 are more likely to have lead service lines. The district will need some assistance from ratepayers as service lines are on their property. A brochure/survey could be sent out to ratepayers explaining the new law. DOH has not sent out guidance yet on how to conduct the survey of lead service lines. Checking the Whatcom County Assessor's page for homes built before 1986 could narrow down the number of homes more likely to have lead service lines. Cheryl will be responsible for this project and extra working hours may be needed to complete this project on time.

Engineering Statement of Qualifications Review

Interviewing both engineering firms is not required, but Rebecca recommended that an interview happen. A scoring/rating system needs to be created.

Whatcom County Comprehensive Plan

The district will not be updating its comprehensive plan. Cheryl will email Matt Aamot at Whatcom County Planning and Development Services to let him know.

Vacancy Commissioner Position #3

Commissioner Position #3 is vacant as of March 29, 2023. The district has 90 days to appoint someone to fill the position, or Whatcom County will appoint someone to fill the position. Richard will double check with the Whatcom County Auditor's Office about the proper procedures. Resolution 04-2023 to be signed at the next meeting.

RW/RC a motion was made and seconded to declare Position #3 of the Whatcom County Water District #13 vacant. Motion carried 4-0.

CONCLUDE

There being no further business Robert Vandenhaak concluded the meeting at 7:03 pm. These Minutes were presented and approved at a regular meeting of the Board of Commissioners on 05/23/23.

APPROVED: Rebecca Cayen DATE: 5/23/23
Bill Witt
[Signature] 5/23/23