

**WHATCOM COUNTY WATER DISTRICT NO. 13
BOARD OF COMMISSIONERS
SPECIAL MEETING OCTOBER 18, 2023**

CALL TO ORDER

A hybrid Special meeting was held October 18, 2023, via Zoom and in-person at the East Whatcom Regional Resource Center. Meeting was called to order at 6:01 pm by President Robert Vandenhaak.

Commissioners present were Anthony Au, Rebecca Cayen, Richard Whitson, and Robert Vandenhaak. Commissioner Talitha Shiroma was present via Zoom. Staff present in person was Cheryl Thompson with Carson Cothren present via Zoom. Roger Kuykendall and John Markus from Gray & Osborne Engineering were present via Zoom. One member of the public was present.

DOE Draft Funding Agreement Update

Gray & Osborne feel that all the items that were submitted to DOE as critical improvements meet the criteria for funding as per WAC 173.98.110, but DOE does not agree. The monitoring equipment would be covered under the funding agreement and would give the district much better data. G & O would like to see the critical improvements be made, but they must be included by DOE in the funding agreement to be eligible for the loan/forgivable loan. DOE will require a scope of work document submitted and approved before funds are released. The updated funding documents will be coming in at some point soon for review. Roger will give Sue Cook at DOE a call. The choices for loan repayment are 5, 20 or 30 years, with no penalty for early payment.

TS/RC a motion was made and seconded to approve the term of the loan with DOE for 5 years for \$245,000 to complete Tasks #1, #4, #7 and #8 as outlined in the draft funding agreement document for the planning phase. Motion carried 5-0.

Engineering Report/DOE Permit Update

The draft WWTP Discharge permit is still under review. G & O are hopeful that the permit will not include the pond liner requirements as the district moves to a new treatment plant. The 4th aerator hook up needs to be in a new electrical box that won't be in the way of the headworks, closer to the office. Carson will send to Valley Electric for review. G & O would like to send an abbreviated scope of work for planning for the critical improvements to DOE for approval. Hopefully, that approval will come before the agreement is signed. G & O estimates that the critical improvements will cost \$460,000.

Mobile Generator & Transfer Switch for Sprague Valley

G & O is concerned that the 60kW generator might not be sufficient to power the new, upgraded WWTP during a power outage. Cheryl will contact Valley Electric to see if the new generator is in production.

CONCLUDE

There being no further business Robert Vandenhaak concluded the meeting at 7:22 pm. These Minutes were presented and approved at a regular meeting of the Board of Commissioners on 11/28/23.

APPROVED:

Rebecca Cayen

DATE:

11/28/23

[Signature] 11/28/23

[Signature] 11/28/23