

**WHATCOM COUNTY WATER DISTRICT NO. 13
BOARD OF COMMISSIONERS
SPECIAL MEETING AUGUST 8, 2023**

CALL TO ORDER

Hybrid Special meeting August 8, 2023, at 6:00 pm meeting was held 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, Talitha Shiroma, and Robert Vandenhaak. Staff present were Carson Cothren and Cheryl Thompson. Roger Kuykendall and John Markus from Gray & Osborne Engineering were present via Zoom. One member of the public was present

DOE Permit

Roger and John will call to see where the permit is at in the process. Permit will need to be submitted to the Whatcom County Executive. The public comment period will be for a 30-day period after the draft is released.

Table 12 Funding Update

During the process of creating the agreement between the district and DOE, many items can be started in advance of signing the agreement, such as the income survey and the engineering report. Cheryl will send an email to DOE to confirm tasks that are started in advance of the agreement's signing can be reimbursed later. Gray & Osborne can provide a new scope of work prior to the September regular meeting. Gray & Osborne is assuming that DOE will want a regional plan for wastewater, but the expectation is for resistance from Columbia Valley residents. Roger suggests starting the income survey now and the survey will be valid for 5 years. Roger listed some critical improvements needed for the WWTP:

1. Adding a 4th aerator so there will be 2 aerators in each of the first two lagoons. A new electrical connection in the electrical box will need to be added to accommodate the 4th aerator.
2. Set up influent sampler and data monitoring for better sample qualities.
3. Influent data recorder upgrade.
4. The 2 dosing tanks' lids are rusty and hard to open, and they will need to be replaced at some point in the future.
5. There are issues with the effluent pumps as they are not keeping up with the effluent. They are pumping at 55-60 gallons per minute, but they should be pumping around 140 gallons per minute. A pressure gauge might be able to tell if the force main is damaged and the power supply should be checked with an amp meter. There is a lot of floating material in the contact chamber and that is going into the drain field.

Comminutor

The comminutor is not grinding but replacing it would be a throwaway in a new treatment plant. A mechanical fine screen is self-cleaning and might be a better option, since it could be used in a new treatment plant, would free up the operator's time not having to clean rags off the aerator, and would lower the amount of biosolids in the lagoons. The approximate costs are \$40,000 for a new comminutor and \$140,000 for the fine screen. The headworks would have to be remodeled. John is hoping to have more information by the August 22, 2023, meeting.

Income Survey

AA/RC a motion was made and seconded to approve an income survey of the ratepayers in Whatcom County Water District 13. Motion carried 5-0. Cheryl will contact Tracey at Evergreen Rural Water of Washington to get a quote for the scope of work needed to complete the income survey.

Funding the generators/Budgetary item "Replacement Costs"

It was suggested that a new line item in the budget titled "Replacement Costs" be added for FY2024. A percentage of revenue could be set aside to replace equipment as needed.

Electrical Upgrade & Mobile Generator for Well #1

Cheryl will send information about mobile generators to Roger and John to make sure it is compatible with the voltage of the well motor. Further discussion at the next meeting

Electrical Upgrade for Well 1: Update

Roger is looking at the recent submittals from the electrician. Further discussion at the next meeting.

Printer

The lease for the current printer with Kelley Connect is \$977 per year and includes all maintenance and the toner. Cheryl will call Kelley Connect to get a quote on the cost of a new color printer/scanner/fax.

Vacation/Sick coverage for employees

Tabled until next meeting.

CONCLUDE

There being no further business Robert Vandenhaak concluded the meeting at 7:42 pm. These Minutes were presented and approved at a regular meeting of the Board of Commissioners on 9/26/23.

APPROVED: *R. L. [Signature]* DATE: 9-26-23

[Signature]
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