

**WHATCOM COUNTY WATER DISTRICT NO. 13
BOARD OF COMMISSIONERS
REGULAR MEETING JULY 26, 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 6:02 pm. Commissioners, Richard Whitson, and Anthony Au were present. District employees Cheryl Thompson and Brenda Gamache, Rebecca Cayen was absent due to COVID. Also in attendance via Zoom were Commissioner Jackque Fowler, District Engineer Roger Kuykendall and 2 members of the public.

Additions/Deletions to agenda

Staff added Operations update at the end of the agenda.

BILLS PAYABLE

RW/AA a motion was made and seconded to approve the Excise tax Payment Request form dated 7/25/22 in the amount of \$1,340.43. Motion carried 4-0.

RW/AA a motion was made and seconded to approve the Claims Payment form dated 7/12/22 in the amount of \$14,031.11. Motion carried 4-0.

RW/AA a motion was made and seconded to approve the Claims Payment form dated 7/26/22 in the amount of \$ 28,239.47. Motion carried 4-0.

ADOPTION OF MINUTES

Special Meeting Minutes June 1, 2022

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

Special Meeting Minutes June 7, 2022

RW/AA a motion was made and seconded to approve the special meeting minutes from June 7, 2022. Motion carried 4-0.

Special Meeting Minutes June 15, 2022

RW/AA a motion was made and seconded to approve the special meeting minutes from June 15, 2022. Motion carried 4-0.

Special Meeting Minutes June 22, 2022

RW/AA a motion was made and seconded to approve the special meeting minutes from June 22, 2022. Motion carried 4-0.

Regular Meeting Minutes June 28, 2022

RW/AA a motion was made and seconded to approve the regular meeting minutes from June 28, 2022. Motion carried 4-0.

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 June were presented to the Board for approval. ***RW/AA a motion was made and seconded to approve the June Treasurer's Reports. Motion carried 4-0.***

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

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

As of August 1, 2022, the District will begin charging late fees, and door hangars, etc.

PUBLIC COMMENT FORUM

WATER & WASTEWATER REPORT

District operations Report

The June operations report was provided to the Board.

UNFINISHED BUSINESS

Engineering Capacity

Roger gave a brief update and stated he should have the report available for the Boards review within the next week. Staff will forward it out once it is received. A special meeting will be held on August 17, 2022 @ 6:00pm to review and discuss it.

Red Mountain

The sewer plans for Phase 3 have been sent to the Engineer for review.

WASWD Monthly update

Tabled due to Rebecca being absent.

Balfour Valley

No update

Whatcom Water Alliance

Tabled due to Rebecca being absent.

Generator Wiring

Roger provided a small works contract for the wiring on well 1. Roger and the staff will work together on dates and times for the bids.

RW/AA a motion was made and seconded to move forward with getting pricing, Motion carried 4-0.

NEW BUSINESS

Mt. Baker Silo

A quote was present from Mt. Baker Silo to replace the hatches, and 6" overflow pipe.

RW/AA a motion was made and seconded to approve the quote from Mt. Baker Silo in the amount of \$ 6,511.00 plus tax, motion carried 4-0.

Operations update

Staff reported that we still haven't had any additional qualified applicants. Cheryl has begun the process with Zip Recruiter.

CONCLUDE

There being no further business Robert Vandenhaak concluded the meeting at 7:01 pm. These Minutes were presented and approved at a regular meeting of the Board of Commissioners on 8/23/22.

APPROVED: Richard W. Wuts

DATE: 8/23/22

[Signature]

Rebecca Cayen