

**WHATCOM COUNTY WATER DISTRICT NO. 13
BOARD OF COMMISSIONERS
SPECIAL MEETING APRIL 9, 2024**

CALL TO ORDER

A hybrid Special meeting was held April 9, 2024, via Zoom and in-person at the East Whatcom Regional Resource Center. Meeting was called to order at 6:30 pm by President Robert Vandenhaak. Commissioners present were Anthony Au, Rebecca Cayen, Richard Whitson, Robert Vandenhaak and Taliitha Shiroma. Staff present were Cheryl Thompson and Carson Cothren present via Zoom. Gray & Osborne Engineers Roger Kuykendall was present via Zoom.

Resolution 01-2024 Leak Adjustment Credit Policy

The resolution was reviewed, and edits were made. Cheryl will rework the resolution and present it to the Board at the regular meeting on April 23, 2024.

Resolution 02-2024 Water Rate Block Adjustment

The resolution was reviewed, and edits were made. Cheryl will rework the resolution and present it to the Board at the regular meeting on April 23, 2024.

Resolution 03-2024 Sewer Rate Increase

In the design and planning phases, the District's residents' Median Household Income is required to be at 80% or less than the State's Median Household Income to qualify for 50% loan forgiveness. During the construction phase, the District's sewer rates must be 2-3% of the District's residents' Median Household Income to qualify for 50% loan forgiveness. The sewer rates will need to be revisited periodically throughout the process of planning/design/construction of the new WWTP to make the best decision that has the least impact on the District and the ratepayers.

The resolution was reviewed, and edits were made. Cheryl will rework the resolution and present it to the Board at the regular meeting on April 23, 2024.

Insurance Property Schedule

The insurance property schedule was reviewed. Cheryl will find out from Enduris if rental equipment is covered under the insurance policy.

Water Meters

The commissioners and Carson will talk with vendors at the WASWD Spring Conference.

Letter to the County Executive

Cheryl presented a draft letter to the County Executive updating him on the District's progress on the new WWTP. Edits were made and Cheryl will present the final letter at the April 23, 2024, regular meeting.

Meeting with DOE

G & O Engineers, Richard and Robert will be meeting with DOE on April 10, 2024, at 4:00 pm to discuss the abbreviated Engineering Report.

Pond Liner Leak Detection Plan

The plan needs to be submitted to DOE by June 30, 2024. G & O will assist with the creation of the plan. Leak detection of the pond liners will need to be completed by December 31, 2025. The hope is that the design phase of the new WWTP will be close to completion by then, and DOE will not enforce the deadline.

Nick's Employment

Carson will contact DOH and DOE to have himself listed as the District's Operator. Nick is a good resource for Carson in the future. Job opening for a new OIT will be posted at various online job boards.

RW/RC a motion was made and seconded to approve up to \$500 for job posting fees. Motion carried 5-0.

CONCLUDE

There being no further business Robert Vandenhaak concluded the meeting at 7:34 pm. These Minutes were presented and approved at a regular meeting of the Board of Commissioners on 5/28/24.

APPROVED: 

DATE: 5/28/24


