

**MUKILTEO WATER AND WASTEWATER DISTRICT
BOARD OF COMMISSIONERS MEETING**

Minutes of June 17, 2009

The June 17, 2009 Meeting of the Board of Commissioners was called to order at 7:00 PM in the District office.

PRESENT

Commissioners -- Dick Andrews, Ed Caine, Mike Johnson, Thomas McGrath and Joan Thomasson

Attorney – John Milne

Engineer – Ken Enns & Mike Jauhola

Staff -- Dan Hammer, Sue Parks, Gil Bridges, Kevin English and Rick Matthews

Commissioner Thomasson made a motion excusing Commissioner Rainville's absence due to attending the AWWA National Conference. Commissioner Johnson seconded the motion. The motion passed unanimously.

***APPROVAL OF
AGENDA***

Commissioner Johnson made a motion to approve the Agenda as presented. Commissioner Thomasson seconded the motion. The motion passed unanimously.

***MINUTES
APPROVED***

Commissioner Thomasson made a motion to accept the Minutes from the June 3, 2009 Board Meeting. Commissioner Andrews seconded the motion. The motion passed unanimously.

CONSENT AGENDA

After review of the Consent Agenda Items, Commissioner Thomasson made a motion to approve the items listed. Commissioner Johnson seconded the motion. The motion passed unanimously.

Vouchers

Water Maintenance Fund (741-5408666)

Beginning with 1349 through 1387 in the amount of \$210,177.72.

Water Capital Improvement Fund (741-5458666)

Beginning with 1347 through 1348 in the amount of \$31,838.90.

Wastewater Maintenance Fund (741-58408666)

Beginning with 1307 through 1323 in the amount of \$500,367.81.

East Wastewater Maintenance Fund (741-59418666)

Beginning with 0190 through 0191 in the amount of \$498.78.

Wastewater Capital Improvement Fund (746-58468666)

Beginning with 1301 through 1303 in the amount of \$39,321.52.

East Wastewater Capital Improvement Fund (741-59528666)
Beginning with 0189 through 0189 in the amount of \$395.69.

Wastewater Public Works Trust Fund (741-58558666)
Beginning with 1304 through 1306 in the amount of \$798,901.20.

Regular Payroll

Regular Payroll for June 2009 in the amount of \$138,450.79 was approved.

Adjustments to Customers Accounts

The Board reviewed the May 2009 Customer Account Adjustments which indicated 11 accounts were adjusted in that month. The Vice-President of the Board was authorized to sign the Customer Account Adjustment Form.

Service Connection Summary

The Board reviewed the May 2009 Service Connection Report which indicated one new service was installed and no additional units, increasing the total new services for the year to 47.

Investment Report

The Board reviewed the May 31, 2009 Investment Funds Report.

Organizational Chart

An updated Organizational Chart was provided to the Board for review and approval.

Conference Attendance

The Board approved Gil Bridge's request to attend two conferences as follows:

The 2009 Northwest Biosolids Management Association Conference on September 20th to 22, 2009 in Blaine Washington at an estimated cost of \$415.

The 2009 Pacific Northwest Clean Water Association Conference in Boise, Idaho on September 13-16, 2009, at an estimated cost of \$750. Mr. Bridge's will be making a presentation at the conference on '*Turbo Blowers Improve Energy Efficiency at an Oxidation Ditch Wastewater Treatment Plant*'.

BUSINESS ITEMS

***MUKILTEO LANE
WATER MAIN
INSTALLATION
AND
AGREEMENT WITH
CITY OF
MUKILTEO***

The District's 2009 Budget proposed to install an 8-inch water main in Mukilteo Lane. The City of Mukilteo is in the process of repairing slide damage in Mukilteo Lane. The District proposed to work with the City to have the water main installed by the City's contractor when the slide repair was being performed.

Mr. Hammer stated that staff requested the water main be extended an additional 95-feet westerly to have the main completely out of the paved road and away from the steep slope area. The water main would be installed within the road right-of-way. The preliminary cost estimate for the water main design and installation are within the budgeted amount of \$83,200. By participating with the City, the District can minimize cost of construction and permitting. The most difficult portion of the future looping of two dead-end water mains would be completed with the installation of this water main.

A Joint Project Agreement was prepared and reviewed by legal counsel from both entities. A few minor changes have been worked out between Mr. Milne and the city's attorney.

Commissioner Thomasson made a motion to authorize the General Manager to execute the agreement with the City of Mukilteo for the installation of the water main in Mukilteo Lane at a cost not to exceed \$83,200. Commissioner Johnson seconded the motion. The motion passed unanimously.

***BIG GULCH
UPDATE***

At the previous meeting Mr. Hammer reported that the 36-inch casing had been damaged during the installation. No obstruction was found from the damaged casing. The contractor was able to start drilling on June 6, 2009 but had trouble with the alignment of the packer assembly and had to remove the drill rods. Three large alder trees fell down 200-feet east of the bore on June 13, 2009. The contractor decided to install 20-inch casing inside the 36-inch; then they installed 226-feet of 12-inch casing to contain drill fluids. The geo techs are evaluating the frac-out (when drilling fluids surface at a location not intended) and trees collapsing. Drilling restarted on June 14, 2009.

Mr. Hammer has discussed the issues and situation with Mr. John Parnass. Inspectors are on site during most of the activities documenting times and events for claims management. The contractor has not claimed a change in conditions at this time. They are utilizing two shifts.

ENGINEERING REPORTS

Mr. Ken Enns is retiring from Gray & Osborne at the end of June; therefore this was his last meeting at Mukilteo Water and Wastewater District.

MANAGEMENT REPORTS

Mr. Hammer reported that Commando Road construction is scheduled to start on June 22, 2009.

He will be on vacation June 26th, 29th and 30th and also on July 2nd and 6th.


COMMISSIONERS REPORTS

Commissioner Caine thanked Ken Enns for all he had done for the District and presented him with a gift from the Board and staff.

ADJOURN

There being no further business the Vice-President of the Board adjourned the meeting at 7:35 PM.

President/Commissioner Rainville



Commissioner Andrews



Vice-President/Commissioner Caine

Commissioner Johnson



Secretary/Commissioner McGrath



Commissioner Thomasson