

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

Minutes of July 1, 2009

---

The July 1, 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, Thomas McGrath,  
Thomas Rainville and Joan Thomasson  
Attorney – John Milne  
Engineer – Mike Jauhola  
Staff -- Dan Hammer and Mary Merriam

Commissioner McGrath made a motion to excuse Commissioner Johnson's absence. Mr. Johnson advised the Board that he would not be attending Board Meetings in July due to family vacation plans. Commissioner Caine seconded the motion. The motion passed unanimously.

***APPROVAL OF  
AGENDA***

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

***MINUTES  
APPROVED***

Commissioner Caine made a motion to accept the Minutes from the June 17, 2009 Board Meetings. Commissioner McGrath seconded the motion. The motion passed with four yes votes. Commissioner Rainville abstained from voting since he did not attend that meeting.

***CONSENT AGENDA***

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

***Vouchers***

Water Maintenance Fund (741-5408666)

Beginning with 1388 through 1414 in the amount of \$29,477.00.

Wastewater PWTF Fund (741-58558666)

Beginning with 1326 through 1326 in the amount of \$41,270.13.

Wastewater Maintenance Fund (741-58408666)

Beginning with 1332 through 1345 in the amount of \$21,473.38.

Wastewater Capital Improvement Fund (741-58468666)

Beginning with 1327 through 1327 in the amount of \$260.00.

East Wastewater Maintenance Fund (741-59418666)

Beginning with 0192 through 0192 in the amount of \$1,606.40.

***Delinquent Accounts***

The Board reviewed the accounts listed as being delinquent and authorized staff to collect, disconnect or file a lien on accounts listed as delinquent in accordance with the District's policy.

**Approve Developer Extension Agreement**

The owner submitted a Developer Extension Agreement for Board approval and signing. The Pre-Application and information provided were sent to the attorney for review to make sure it conforms to District requirements. The Developer is not requesting reimbursement. A deposit was estimated and paid to cover District expenses including engineering, inspection, legal, permits and administration fees.

NAME: Johnson 4<sup>th</sup> Ave SP, X-#476  
DEVELOPER/OWNER: Johnson Homes & Properties, Inc.  
ADDRESS: 9205 4<sup>th</sup> Ave West, Everett  
DEPOSIT AMOUNT: \$2500

The Developer will be making water and sewer improvements to provide domestic water service, sewer service and fire protection to the new structure. Staff requested the President of the Board be authorized to sign the Developer Extension Agreement on behalf of the District and the engineer or General Manager to sign the plans once they meet district specifications and requirements.

**Accepting Developer Extension Agreements as Complete**

**RESOLUTIONS**  
**102-09 through 107-09**

Staff recommended that six Developer Extension Agreement Projects be accepted as complete. The Transfer of Ownership and Bill of Sale for water and/or sewer facilities have been provided to the District for each project. The Developer's made deposits to the District to cover expenses including engineering, inspection, legal, permits and administration; any remaining balance shall be refunded as stated below. If the deposit was depleted prior to the project being finished, invoices were sent directly to the developer and have been paid.

***Mietzner Business Park, Ext. #381*** – The Developer made water and sewer improvements for their commercial building at 11611 Airport Road, Everett. A deposit was made in the amount of \$3,000, all invoice have been paid leaving a balance of \$87.66 to be refunded.

***Montgomery 106<sup>th</sup> Street SP, Ext. #425*** – The developer's improvements necessary to obtain water and sewer service to his property was installed in conjunction with Rosewood Development, Ext. #399. A \$3,000 deposit was made by Mr. Montgomery; all invoices have been charged and paid leaving a balance of \$2,284.65 to be refunded.

***Jamestown LLC, Ext. #432*** – Improvements to the water and sewer system were made for this 2-lot short plat. A deposit of \$1,500 was made; all invoices have been charged and paid leaving a \$212.37 balance to be refunded.

***Woodtone Industries, Ext. #441*** – Water improvements were made and an existing side sewer connected to for this commercial building in the Bomarc Business Park, Everett. A deposit of \$3,500 was made; all invoices have been charged and paid leaving no balance to be refunded.

***State Farm Building, Ext. #467*** – The Developer installed a water and sewer improvements for their commercial building on 4<sup>th</sup> Avenue West, Everett. A deposit of \$2,000 was made; all invoices have been charged and paid leaving a balance of \$566.34 to be refunded.

***John Cole Residence, Ext. #470*** – A water service and side sewer stub were installed to obtain service to a new home at 9150 53<sup>rd</sup> Avenue West, Mukilteo. A deposit of \$2,000 was made; all invoices have been charged and paid leaving a balance of \$1,385.54 to be refunded.

Resolutions 102-09 through 107-09 were signed by the Board accepting the Developer Extension Agreements as complete.

**Asphalt Sealing of Parking Lots**

Staff requested authorization to utilize Rainier Asphalt to proceed with sealing the asphalt parking lots at Lift Stations S-7 and 112<sup>th</sup> Street and Reservoir #1. Rainier's bid proposal, including tax, is \$7,565.78 which is under the amount approved in the 2009 Budget for the project.

**BUSINESS ITEMS**

***KAILASH HEIGHTS  
REQUEST FOR  
WATER SERVICE  
OUTSIDE  
DISTRICT  
BOUNDARY***

The proposed project of Kailash Heights lies above LaMar Drive in Mukilteo in an area where the District does not currently have adequate pressure to serve the site from the water system in Mukilteo Boulevard. In 1999, the City of Everett agreed to service the area from their Bridle Park water system. The owner of the property, Asghar Ramfar, started work on the site which was not completed because of access problems. The Developer Extension Agreements the owner had with Mukilteo Water District and Olympus Terrace Sewer District expired and were closed out.

The owner would like to re-open the project. The City of Everett's approval to serve the area has expired. Mr. Hammer discussed the possibility of the City of Everett providing water service to the site with Mr. Jim Miller, at the City, who stated the City's proposal would be too:

1. Deliver water to the City limits,
2. Own the water system up to the City limits
3. Bill the District for water used but waive the master meter surcharge.

The developer would be required too:

1. Replace about 500' of City 6" water main in Sound Ave. (needed for fire flow),
2. Install about 700-feet of 8-inch water main in an easement from Sound Ave. across private land in the City to the city limits at Kailash Hts.,
3. Provide the City with easement and water main in the City,
4. Install a meter at the City limits.

The Kailash Heights lots would be customers of Mukilteo Water and Wastewater District. Discussion was held.

Commissioner Andrews made a motion authorizing staff to work with the developer and the City of Everett if the developer is willing to comply with the requirements from the City to obtain water service and bear the full cost for the needed system within the plat.

Commissioner McGrath seconded the motion. The motion passed unanimously.

***SMUGGLERS  
GULCH ROAD  
MAINTENANCE***

The District has an agreement with the Smugglers Gulch Community Homeowners Association ("Association") that allows the District the only legal access to Lift Station #5. The District has agreed to pay half the cost for regular and routine maintenance of the private road. The agreement has a minimum term of 15-years which expires in 2014. During the December 2007 storm event, the access road to the District's Lift Station #5 was washed out.

The District is in the process of trying to acquire a permanent access easement to Lift Station #5 on the south side of the creek. Mr. Hammer provided a memo regarding the road access through Smugglers Gulch, obtaining easements to construct an alternate access to the lift station and a current invoice in the amount of \$3,334.85 the Association submitted to the District.

Discussion was held.

The Board approved the payment of \$1,047.60 to the Association for regular and routine maintenance of the road as per the agreement. The remaining \$2,287.25 of the invoice included services for soil test, boring and survey cost that go beyond the regular and routine maintenance were not approved for payment.

The Board's consensus was that they prefer to obtain the easements necessary to build a new access road to Lift Station #5 and not participate with the Smugglers Gulch Community Association in re-locating the road that washed out to the northern edge of the private road right-of-way. The Board would like a schedule developed to acquire the property through eminent domain for a target date of February 2010.

***PAINÉ FIELD  
RESERVOIR #4  
TRAMCO  
AGREEMENT***

At the May 20, 2009 Board Meeting a discussion regarding providing continuous fire flow storage for the former Tramco buildings at Paine Field was held. Mr. John Milne was asked to review the 1989 agreement to determine the District's obligations prior to taking the reservoir out of service for maintenance. The agreement was made with Tramco, which sold to BF Goodrich and then ATS; who is the current owner. Mr. Milne stated the agreement does have provisions for the District to perform maintenance on the tank. The District will communicate and coordinate with the owner prior to performing any maintenance.

***WATER AND  
SEWER  
AVAILABILITY  
FORM***

The water and sewer availability form has been discussed at previous meetings. Staff is working with Mr. Milne to revise the current form and make sure it meets the current requirements of RCW 19.27.097. Discussion was held. Mr. Milne will continue to work with staff and have a final proposal at the August 5, 2009 Meeting.

***BIG GULCH  
SEGMENT #3 HDD  
CONSTRUCTION  
PROJECT***

Mr. Hammer reported on the Big Gulch, Segment #3, HDD Construction Project.

- On June 18<sup>th</sup> the contractor was able to complete the pilot bore and began working on the reaming process and installation of the 12-inch casing to hold the ream hole open, which allows fluids to return to the staging area.

- There have been two incidents where drilling fluids entered the creek. A small amount of frac-out on June 19<sup>th</sup> and on June 22<sup>nd</sup> Bravo Environmental's vactor truck back door opened and spilled drill fluids in the creek and on the access road. Both incidents were reported to D.O. E.
- On June 23<sup>rd</sup> to 25<sup>th</sup> the contractor was trying to keep the bore hole close to the bore pit open, the soil formation collapsed blocking the drill fluids from returning. About 220-feet of 12-inch casing is installed to the bypass area and they were installing another 40-feet of 12-inch casing on June 25<sup>th</sup>.
- Three large alder trees fell and a 15 to 20-yard sink hole is developing which is being monitored.
- The contractor is working on a plan to stabilize the hill.
- The Staheli inspection budget exceeded the proposed amount. Staff will watch the charges but it is essential that an inspector be on site at this point.

Mr. Hammer stated the contractor seems committed to finding a way to get the job done.

### ***MANAGEMENT REPORTS***

The Paine Field Commando Road Project is progressing.

The Bid Opening for the Aeration Ditch "B" is scheduled for 2 PM July 8, 2009. The recommendation to award the contract will be on the July 15, 2009 Agenda, if everything goes as scheduled.

Pro-Vac was able to retrieve the bolder from the WWTP Outfall Line and approximately 297-feet of line was inspected. There are several locations where the joints are formed together and the metal bent. There is approximately 100-feet of line that was unable to inspect.

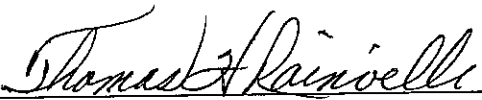
### ***COMMISSIONER REPORTS***


Commissioner Thomasson stated she would like to see more quotes on projects.

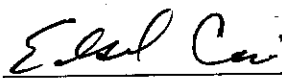
Commissioner Rainville reported on the AWWA Conference. He believes the Commissioner Sessions are very valuable.

**ADJOURN**

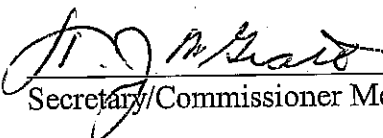
There being no further business the President of the Board adjourned the meeting at 8:30 PM.

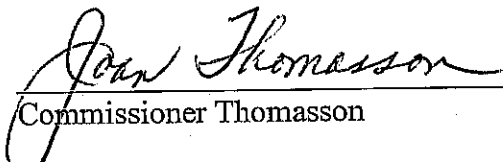
  
\_\_\_\_\_  
President/Commissioner Rainville

  
\_\_\_\_\_  
Commissioner Andrews

  
\_\_\_\_\_  
Vice-President/Commissioner Caine

\_\_\_\_\_  
Commissioner Johnson

  
\_\_\_\_\_  
Secretary/Commissioner McGrath

  
\_\_\_\_\_  
Commissioner Thomasson