

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

Minutes of August 18, 2010

The August 18, 2010 Regular Meeting of the Board of Commissioners was called to order at 7:00 PM in the District office.

PRESENT

Commissioners -- Ed Caine, Mike Johnson, Thomas McGrath,
Thomas Rainville and Joan Thomasson
Engineer -- Mike Jauhola
Staff -- Dan Hammer, Sue Parks and Mary Merriam
Consultant -- Steve Bishop

***APPROVAL OF
AGENDA***

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

***MINUTES
APPROVED***

Commissioner McGrath made a motion to approve the Minutes from the August 4, 2010 Board Meeting. Commissioner Thomasson seconded the motion. The motion passed unanimously.

CONSENT AGENDA

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

Vouchers

Water Maintenance Fund (741-5408666)
Beginning with 2313 through 2343 in the amount of \$164,066.24.

Water Maintenance Fund (741-5408666)
Beginning with 2344 through 2344 in the amount of \$23,225.72.

Water Capital Improvement Fund (741-5458666)
Beginning with 2278 through 2281 in the amount of \$2,098.20.

Wastewater PWTF Fund (741-58558666)
Beginning with 1957 through 1958 in the amount of \$41,468.34.

Wastewater Maintenance Fund (741-58408666)
Beginning with 1959 through 1971 in the amount of \$62,996.66.

Wastewater Maintenance Fund (741-58408666)
Beginning with 1972 through 1972 in the amount of \$14,762.36.

Wastewater Capital Improvement Fund (741-58468666)
Beginning with 1956 through 1956 in the amount of \$3,600.00.

East Wastewater Maintenance Fund (741-59418666)
Beginning with 0306 through 0306 in the amount of \$8,140.57.

East Wastewater Maintenance Fund (741-59418666)
Beginning with 0306 through 0306 in the amount of \$465.33.

East Wastewater Capital Improvement Fund (741-59528666)
Beginning with 0301 through 0301 in the amount of \$25,695.17.

Approve Discharge Monitoring Report

The Board reviewed and approved the July 2010 Discharge Monitoring Report.

Adjustments to Customer Accounts

The Board reviewed the July 2010 Customer Account Adjustment Form which indicated 12 accounts were adjusted. The President of the Board was authorized to sign the form.

Authorize Conference Attendance

The Board authorized conference attendance for the following:

Greg Bradley to attend the 2010 Pacific Northwest Pretreatment Conference in Vancouver, WA on September 14-16, 2010 at a cost of \$585, plus meal expense.

Accepting Developer Extension Agreement as Complete

Staff recommended the Nguyen Short Plat, Developer Extension Agreement #440 be accepted as complete. The developer installed water and sewer improvements for two duplexes on 98th Place SW, Everett. All work has been completed. The Transfer of Ownership and Bill of Sale for water and sewer facilities have been provided to the District for the project. The Developer made a \$2,000 deposit to the District to cover expenses including engineering, inspection, legal, permits and administration. All invoices have been paid leaving a balance of \$1,261.28 to be refunded.

Resolution 159-10 was signed by the Board accepting the Developer Extension Agreement as complete.

BUSINESS ITEMS

2009 FINANCIAL STATEMENTS

At the June 16, 2010 Meeting Mr. Steve Bishop with Benson & McLaughlin presented to the Board of Commissioners the Draft 2009 Finance Statements and discussed corrections to depreciation for prior years. The 2009 Financial Statements were completed and submitted to the State Auditor's Office on July 16, 2010. Mr. Bishop attended the meeting to review the final report with the Board and answer questions. Discussion was held

Commissioner Thomasson made a motion to approve the 2009 Financial Statement as prepared by Benson & McLaughlin. Commissioner Johnson seconded the motion. The motion passed unanimously.

***REPRESENTATIVE
TO WHOLESAL
WATER COMMITTEE***

RESOLUTION 160-10

At the July 7, 2010 Board of Commissioners Meeting the Board approved an agreement between Alderwood Water and Wastewater District (Alderwood) and Mukilteo Water and Wastewater District (District) for wholesale water supply. Section 6 of the agreement provides for a Wholesale Water Committee with representatives having advisory and approval powers and an alternate representative. Mr. Milne created a draft resolution with the General Manager being the representative of the District on the Wholesale Committee with approval power up to a certain dollar amount.

Discussion was held.

The Board agreed that they would rather not have personal names in resolutions, only employee job titles, and that the expenditure limit be the amount the General Manager has authorization to execute as approved in the Operating & Capital Budget Policy Resolution 137-10.

Commissioner Caine made a motion to approve Resolution 160-10 as revised. Commissioner McGrath seconded the motion. The motion passed unanimously. Staff will make the revisions the Board requested and bring Resolution 160-10 back for signing at the next meeting.

***PAIN
FIELD
INTERTIE AND
BOOSTER STATION
PROJECT –
AUTHORIZE DESIGN***

To receive wholesale water from Alderwood Water & Wastewater District (Alderwood), Mukilteo Water and Wastewater District will be installing the Harbour Pointe Boulevard Master Meter and the Paine Field Intertie and Booster Station.

Mr. Eric Delfel, from Gray & Osborne (G&O), provided a Scope of Work and Fee Proposal for the Paine Field Transmission Main and Booster Station to perform the design and construction management for the not-to-exceed cost of \$406,500.

Discussion was held.

Commissioner McGrath made a motion to authorize G&O to provide the design work, assistance in acquiring the necessary permits/licenses, construction management and on-site inspection for the not-to-exceed cost of \$406,500. Commissioner Thomasson seconded the motion. The motion passed unanimously.

***MISCELLANEOUS
CHARGES***

RESOLUTION 161-10

Staff provided a draft resolution revising miscellaneous certain District fees and charges for Board review and approval. Discussion was held. The Board requested some minor revisions to the draft resolution.

Commissioner Caine made a motion to approve Resolution 161-10 as revised in discussion. Commissioner Johnson seconded the motion. The motion passed unanimously. Staff will make the revisions the Board requested and bring Resolution 161-10 back for signing at the next meeting.

**HARBOUR POINTE
BOULEVARD
MASTER METER
PROJCET – AWARD
CONTRACT**

RESOLUTION 162-10

On August 17, 2010 seven bids for the Harbour Pointe Boulevard Master Meter Project were received as follows:

Faber Brothers Construction (Lynden, WA)	\$257,298.30
Trico Contracting, Inc. (Burlington, WA)	\$323,260.43
New West Development (Mukilteo, WA)	\$329,782.25
B&B Utilities & Excavating (Bothell, WA)	\$352,874.70
Gary Harper Construction (Snohomish, WA)	\$354,087.96
Taylor Excavators (Stanwood, WA)	\$381,612.98
SRV Construction	\$500,312.07

The engineers estimate was \$349,874.40. G&O reviewed each proposal for correctness of extensions of the prices per unit and the total price. Two corrections were made but the corrections did not change the position of the low bidder. G&O verified that the low bidder met the required criteria and therefore recommended the project contract be awarded to Faber Brothers Construction of Lynden, WA as the lowest responsible bidder.

Commissioner Thomasson made a motion to award the Harbour Pointe Boulevard Master Meter Project Contract to the low bidder, Faber Brothers Construction for the bid amount of \$257,298.30. Commissioner McGrath seconded the motion. The motion passed unanimously. Resolution 162-10 was signed by the Board of Commissioners.

MANAGEMENT REPORTS

Mr. Hammer reported that employee Brandon Henson submitted his letter of resignation effective August 31, 2010. He has accepted a position with the Lake Stevens Sewer District which is located closer to his home.

The engineer on the Big Gulch Closeout Project, HCWL, has recommended increasing the rebar size in the auger cast piles at a cost of \$9,880. Discussion was held. Mr. Hammer will be approving Change Order #1.

Alderwood Water & Wastewater District has agreed to sell their effluent disk filter and appurtenances for \$150,000 including tax. Mr. Hammer stated he will be receiving estimated costs for the Alderwood contractor to deliver the filter to the District's Treatment Plant.

COMMISSIONERS REPORTS

Commissioner Rainville reported on the Sno-King Meeting.

CONCLUDED

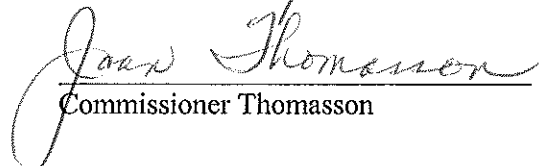
There being no further business the President of the Board concluded the meeting at 8:22 PM.


President/Commissioner Rainville


Vice-President/Commissioner Caine


Secretary/Commissioner McGrath


Commissioner Johnson


Commissioner Thomasson