

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

Minutes of September 2, 2009

The September 2, 2009 Regular Meeting of the Board of Commissioners was called to order at 7:00 PM in the District office.

PRESENT

Commissioners -- Dick Andrews, Mike Johnson, Thomas McGrath
and Thomas Rainville

Engineer – Eric Delfel

Staff -- Dan Hammer, Sue Parks, Gil Bridges and Mary Merriam

Audience – Dan Baggen

Commissioner Johnson made a motion to excuse Commissioner Caine and Thomasson's absent as previously requested and approved. Commissioner Andrews seconded the motion. The motion passed unanimously.

***APPROVAL OF
AGENDA***

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

AUDIENCE

Mr. Dan Baggen was present as a representative from Staybridge Suites regarding the sewer permit fees general facility charges. The Board advised him that the topic was not on the agenda for any discussion tonight. The topic will be on the September 14th Agenda.

***MINUTES
APPROVED***

The August 19, 2009 Minutes will be on the September 14, 2009 Agenda for approval.

CONSENT AGENDA

After review of the Consent Agenda Items, Commissioner McGrath 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 1573 through 1590 in the amount of \$29,879.87.

Water Maintenance Fund (741-5408666)

Beginning with 1591 through 1591 in the amount of \$124,309.70.

Wastewater PWTF Fund (741-58558666)

Beginning with 1413 through 1413 in the amount of \$8,186.25.

Wastewater Maintenance Fund (741-58408666)

Beginning with 1414 through 1419 in the amount of \$39,456.16.

Wastewater Capital Improvement Fund (741-58468666)

Beginning with 1420 through 1420 in the amount of \$97,354.26.

East Wastewater Maintenance Fund (741-59418666)

Beginning with 0210 through 0210 in the amount of \$609.20.

East Wastewater Capital Improvement Fund (741-59528666)

Beginning with 0209 through 0209 in the amount of \$7,502.16.

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.

Authorize Purchases

Staff requested authorization to proceed with the purchase of lettering on the two signs in front of the Administration building to change from the old District name to the new name at a cost of \$5,200 plus sales tax as approved in the 2009 Budget.

BUSINESS ITEMS

**2009
COMPREHENSIVE
WATER SYSTEM
PLAN**

The 2009 Comprehensive Water System Plan covers system facilities, water quality issues, operations and maintenance, recommended capital improvements, Water Use Efficiency Strategies and Developer Extension Standards, etc. Mr. Hammer advised the Board that a legal advertisement had been placed in the Everett Daily Herald on Sunday, August 30, 2009 advising the public of the information meeting on the Plan.

The Determination of Non Significance (DNS) has been issued and the comment period expires on September 7, 2009. The SEPA review has been circulated to the appropriate agencies.

Eric Delfel was present to review the Draft Plan with the Board. No public was present.

**BIG GULCH HCWL
AGREEMENT
SUPPLEMENTAL
#14**

Mukilteo Water and Wastewater District entered into an agreement with Hammond Collier Wade Livingstone (HCWL) to provide engineering services for the Big Gulch Sewer Main Replacement Project. The contract was awarded to HDD Company to install two sewer mains in Big Gulch; a 20-inch sewer trunk main and an 8-inch sewer main to 101st Street.

Mr. Hammer advised the Board that the contractor has had difficulty completing the bore within the 110-day contract limit that was to be substantially completed August 14, 2009. The revised HDD schedule forecasts substantial completion date to be October 14, 2009. Some of the issues the contractor has dealt with include:

- Adding a retaining wall at the bore pit location which resulted in Change Order #1
- While driving the 36-inch conductor casing the end was bent delaying the contractors start of boring for 8-days

- Loss of drill fluids delayed boring
- A sink hole developed
- Difficulty excavating exit hole locations
- 20-inch pull back delays, etc.

The contractor has filed a claim of differing site conditions. The District's General Manager authorized additional geotechnical explorations to assist in evaluating the alleged claim of changed site conditions. All of these delays and the geotechnical explanation have added to the amount of time spent on observing the contractor activities which result in a request for HCWL to increase their engineering services agreement amount by \$278,694. The Agreement price would increase from \$5,245,481 to \$5,524,175. The requested fee increases are for services as follows:

Geotechnical Support Services	\$ 39,322
HCWL Increase Construction Management Services	\$ 44,496
Staheli Trenchless Resident Observation Services	<u>\$ 194,876</u>
	\$ 278,694

Discussion was held.

Commissioner Andrews made a motion to authorize the District's General Manager's to execute the Big Gulch Professional Services Supplemental #14 with HCWL in an amount not to exceed \$278,694 for a total contract amount of \$5,524,175. Commissioner Johnson seconded the motion. The motion passed unanimously.

***BIG GULCH
CONSTRUCTION
ACTIVITIES
REPORT***

Mr. Camp Fuller, of HCWL, provided an update of activities on the project dated August 28, 2009. He included letters from The HDD Company, Staheli Trenchless Consultants and a copy of Contract Change Order #2.

Mr. Hammer stated Change Order #2 is still being revised.

Discussion was held on the project and Mr. Hammer provided pictures of the site.

***CHANGE MEETING
DATE***

Mr. Hammer requested the Board change the October 21, 2009 meeting date to October 14, 2009 due to a conflict with vacation scheduling.

Commissioner Johnson made a motion to change the second meeting in October to October 14, 2009 at 7:00 PM. Commissioner McGrath seconded the motion. The motion passed unanimously. Staff will

advertise the changed date.

**ENGINEERING
REPORTS**

Mr. Eric Delfel advised the Board that Gray & Osborne is hosting a dinner for their clients at the WASWD Fall Conference in Chelan and the Board and staff are invited to attend.

Mr. Delfel stated there has been a lot of progress on the current projects.

**MANAGEMENT
REPORTS**


Mr. Hammer provided an email he received regarding the City of Everett having a water quality violation that will require public notification within 30-days. Their news release will cover all agencies who receive water from the City.

ADJOURN

There being no further business the President of the Board adjourned the meeting at 7:30 PM.

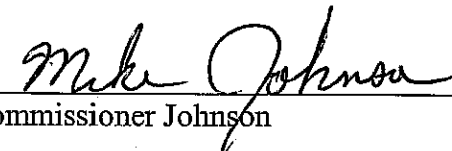


President/Commissioner Rainville



Commissioner Andrews

Vice-President/Commissioner Caine



Commissioner Johnson



Secretary/Commissioner McGrath

Commissioner Thomasson