

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

Minutes of February 19, 2014

The Regular Meeting of the Board of Commissioners of February 19, 2014, was called to order at the District office by President Johnson at 7:00 p.m.

**ROLL CALL/
IN ATTENDANCE** Commissioners:
Mike Johnson, Thomas Rainville

District Engineer:
Eric Delfel (Gray & Osborne)

Staff:
Gil Bridges, Wastewater Treatment Facility Manager; Kevin English, Operations Supervisor; Jim Voetberg, General Manager; Lisa Wolfson, Management/Project Assistant

Commissioner Rainville made a motion to excuse Commissioner McGrath's absence from this meeting. President Johnson seconded the motion. The motion passed unanimously.

**APPROVAL OF
AGENDA** Commissioner Rainville made a motion to approve the agenda as presented. President Johnson seconded the motion. The motion passed unanimously.

**VISITORS AND
COMMENTS
FROM THE
AUDIENCE** None.

MINUTES Commissioner Rainville made a motion to approve the minutes of the regular meeting of February 5, 2014. President Johnson seconded the motion. The motion passed unanimously.

**CONSENT
AGENDA** Brief discussion ensued regarding the Adjustments to Customer Accounts report. The Commissioners requested in the future staff provide more information and backup documentation to the report, as they would like to ensure all necessary paperwork has been received and reviewed.

Commissioner Rainville made a motion to approve the Consent Agenda. President Johnson seconded the motion. The motion passed unanimously.

Vouchers
Approved Vouchers in the amount of \$604,509.59.

<u>Fund</u>	<u>SubFund No.</u>	<u>Voucher No.</u>	<u>Amount</u>
Water Maintenance	740	2516-2552	\$259,785.82
Wastewater Maintenance	840	2516-2552	\$41,612.24
East Wastewater Maintenance	941	2516-2552	\$110,337.30
Water Capital Improvement	745	2513-2515	\$135,546.62
Wastewater Capital Improvement	846	2510-2511	\$15,495.99
East Wastewater Capital Improvement	952	2512	\$41,731.62

Adjustments to Customer Accounts

Approved the Adjustments to Customer Accounts for January 2014.

Investment Report

Accepted the Investment Report for January 2014.

BUSINESS ITEMS None.

**ADDITIONAL
REPORTS**

Management

Annual Waterline Leak Test

Operations Supervisor English spoke about the annual waterline leak testing conducted on February 10-12. Primary areas tested included the Marine Drive area and the Airport. The only identified possible leak was at a fire hydrant, but further investigation by field crew determined there was no leak. He spoke highly of the company providing the service.

Legislative Update

General Manager Voetberg and Commissioner Rainville spoke about the legislative report provided by the Sno-King Water District Coalition lobbyist. It was noted the Assumption Bill, Senate Bill 6008, was approved by the Senate after being amended to apply only to King County. It was also noted Senate Bills 6120 and 6546, restoring revenue streams to the Public Works Assistance Account/Public Works Trust Fund, were still alive and under discussion.

Everett Water Over-Reporting – Credit

General Manager Voetberg reported that he, Finance Manager Parks, and Project Manager Matthews met with the City of Everett to discuss the over-reporting of Everett water purchased since the Paine Field booster station was put online. General Manager Voetberg said Everett has agreed in principle to a credit and a meeting has been scheduled for February 26 to review calculations to determine the actual over-reporting quantities and credit owed. It is believed the credit will be in the \$50,000 range, one half of which will go to the Airport since this over-reporting essentially ended up as Paine Field lost and unaccounted for water.

Also discussed with Everett was the Casino master meter charge. Since this connection is not needed for supplying water to the District's system, Everett was asked to remove the master meter and consider the connection an emergency connection. Once the master meter is removed, the District could eliminate the master meter charge of \$5,119 per month.

District Engineer Delfel noted he believes flow modeling when the Paine Field booster station pre-design report was completed considered no flow through Casino. He stated he would confirm this.

Capital Projects Status Report

Contractors will attempt on Friday (if weather conditions are suitable) to commence paving for the 48th Place and Loop to Caymus Townhomes (#43-13) and Airport Road Isolation/Marino Loop (#42-13) projects.

Gray & Osborne has started preliminary scoping on the Webster St. Water Main and PRV (#57-14) and 3rd St. Sewer Main Replacement (#58-14) projects.

Wastewater Treatment Facility Manager Bridges reported on the Headworks Improvements project (#9-11). Two of three flow gates slated for replacement under warranty-related issues have arrived on site; however, the third gate failed factory testing and is being remanufactured. The contractor will install the gates once all three gates are on site.

General Manager Voetberg announced he would be out of the office next week as he will attend the AWWA/WEF Utility Management Conference.
None.

Legal

Engineering

District Engineer Delfel reported the pre-construction meeting for the WWTF Road Improvements project (#47-13) was held on February 5. It is anticipated construction will begin in March.

The Commissioners were apprised of the District's portable generator supplying power to WWTF access road dewatering wells died and a rental generator had to be brought in until the dewatering well project is completed. Staff will explore repairing the portable generator and bring options and costs to the Board for consideration.

Commissioners

None.

CONCLUDE

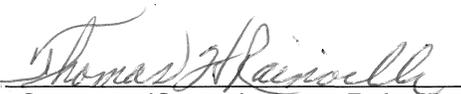
There being no further business, the President of the Board concluded the meeting at 7:19 p.m.



President/Commissioner Johnson

Excused

Vice President/Commissioner McGrath



Secretary/Commissioner Rainville