

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

Minutes of September 15, 2014

---

---

The Special Meeting of the Board of Commissioners of September 15, 2014, was called to order at the District office by President Johnson at 7:02 p.m. The purpose of the meeting was to discuss any business that came before the Board.

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

Engineering:  
Eric Delfel (Gray & Osborne)

Staff:  
Gil Bridges, Wastewater Treatment Facility Manager; Rick Matthews,  
Operations/Engineering Manager; Sue Parks, Finance Manager;  
Lisa Wolfson, Management/Project Assistant

**APPROVAL OF  
AGENDA**

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

**VISIT FROM  
LEGISLATOR**      Senator Marko Liias was in attendance.

The Board shared with Senator Liias legislative issues affecting MWWD and other districts within the state and, more specifically, Section 3 of the Washington Association of Sewer and Water Districts (WASWD) organization, specifically: requiring assumptions be approved by voters; restoring funding to the Public Works Assistance Account; potential impact of fish consumption rules to water-sewer districts; raising bid limits; and amending rules regarding grinder pump responsibilities.

Senator Liias spoke about the legislative issues presented. He stated he would do his best to represent MWWD and other water-sewer districts within his constituency and would continue to advocate funding of the Public Works Trust Fund. He stated he needed to further research the topics, and currently he may or may not fully support the districts' standpoints, such as all assumptions requiring voter approval. He mentioned that assumptions by large cities such as Bellevue and Everett make sense to him, while he would need to think more about smaller cities. He also spoke about the recent tour of the Alderwood Water & Wastewater District's treatment plant he attended along with Commissioner McGrath and General Manager Voetberg. He thanked the District Commissioners and staff, and left the meeting at 7:32 p.m.

**MINUTES** Commissioner Rainville made a motion to approve the minutes of the regular meeting of the Board of Commissioners of September 3, 2014. Commissioner McGrath seconded the motion. The motion passed unanimously.

**CONSENT AGENDA** Commissioner McGrath made a motion to approve the Consent Agenda as revised. Commissioner Rainville seconded the motion. The motion passed unanimously.

**Vouchers** Approved Vouchers in the amount of \$282,776.15.

<u>Fund</u>	<u>SubFund No.</u>	<u>Voucher No.</u>	<u>Amount</u>
Water Maintenance	740	3174-3206	\$201,422.31
Water Capital Improvement	745	3214	\$9,754.11
Wastewater Maintenance	840	3174-3206	\$31,463.22
East Wastewater Maintenance	941	3174-3206	\$5,951.50
2012 Bond Capital	859	3173	\$34,185.01

## **BUSINESS ITEMS**

**Granting Final Acceptance of the 2014 WWTF Structural Steel Painting Project** Operations/Engineering Manager Matthews gave a report on the item. He spoke about the completed project and the lessons learned, stating that staff could rely less on the contractor and realize significant cost savings by purchasing paint materials and performing a substantial amount of work in-house for future painting projects. He reminded the Board that this was initially a multimillion dollar capital project but staff opted to complete the project in sections. He added this project completed the upper Headworks portion of the Wastewater Treatment Facility structural steel, about 20 percent.

Commissioner Rainville made a motion to adopt Resolution No. 330-14, granting final acceptance of the 2014 Wastewater Treatment Facility structural steel painting project contract and contract work. Commissioner McGrath seconded the motion. The motion passed unanimously.

**Other Business** None.

## **ADDITIONAL REPORTS**

**Management** **General Manager's Report**  
Operations/Engineering Manager Matthews gave an overview of the report prepared by General Manager Voetberg.

Paine Field Effluent Meter Refund: The replacement meter has been delivered and is scheduled for installation by September 30. Brief discussion ensued regarding the disparity between the District's and the Airport's estimates of the amount overbilled and to be refunded to the Airport as a result of the miscalibration.

Five-Year Capital Funding Plan: Brief discussion ensued regarding staff's development of a five-year capital funding plan. The Board spoke in support of developing funding projections.

**Capital Projects Status Report**

The Board reviewed the Capital Projects Status Report. Discussion ensued regarding the status of the GIS System Development – Phase 2 project. Operations/Engineering Manager Matthews reported staff is investigating ways retrieve data when in the field.

**Discharge Monitoring Report**

The Board reviewed the Discharge Monitoring Report.

**Department Head Updates**

Finance Manager Parks addressed questions posed by the Board at the last meeting. She spoke about the differences between the Customer Notice Tracking and the Past Due Aging reports; the status of accounts to be handled by outside legal counsel Andrew Maron's office; and City of Mukilteo stormwater billing. She also reported on the recent audit completed by the State's Department of Revenue.

Wastewater Treatment Facility Manager Bridges reported on the WWTF Road and Facility Paving project and staff's intent to advertise for the WWTF Operator 1 position recently vacated.

Operations/Engineering Manager Matthews and Engineer Delfel also spoke about the paving project. They noted staff is awaiting the results of the samples taken by Terracon last week.

**Legal** None.

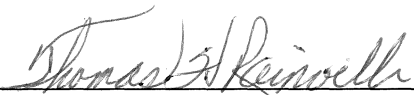
**Engineering** None.

**Commissioners** Commissioner Rainville reported on the recent Sno-King Water-Sewer District Coalition meeting. He noted fish consumption, raising bid limits, and establishment of a separate Public Works Trust Fund account are still high-importance issues.

**CONCLUDE** There being no further business, the President of the Board concluded the meeting at 7:59 p.m.

---

President/Commissioner Johnson



---

Secretary/Commissioner Rainville



---

Vice President/Commissioner McGrath