

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

Minutes of November 19, 2014

The Regular Meeting of the Board of Commissioners of November 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 McGrath, Thomas Rainville

Engineering:
Eric Delfel (Gray & Osborne)

Staff:
Gil Bridges, Wastewater Treatment Facility Manager; Sue Parks, Finance Manager; Jim Voetberg, General Manager; Lisa Wolfson, Management/Project Assistant

**APPROVAL OF
AGENDA** General Manager Voetberg announced the final agenda reflected the Back Billed Sewer Charges item and the General Manager's Report were distributed.

Motion by Commissioner Rainville, second by Commissioner McGrath, to approve the agenda as presented. The motion passed unanimously.

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

MINUTES Motion by Commissioner McGrath, second by Commissioner Rainville, to approve the minutes of the regular meeting of the Board of Commissioners of November 5, 2014. The motion passed unanimously.

**CONSENT
AGENDA** Motion by Commissioner Rainville, second by Commissioner McGrath, to approve the Consent Agenda as presented. The motion passed unanimously.

Vouchers Approved Vouchers in the amount of \$414,750.12.

<u>Fund</u>	<u>SubFund No.</u>	<u>Voucher No.</u>	<u>Amount</u>
Water Maintenance	740	3388-3497	\$229,705.66
		EFT	6,701.32
Wastewater Maintenance	840	3388-3497	129,973.66
		EFT	496.37
East Wastewater Maintenance	941	3388-3497	10,592.13
		EFT	4,417.86
Water Capital Improvement	745	3386	5,762.44
Wastewater Capital Improvement	846	3387	27,100.68

BUSINESS ITEMS

Back Billed Sewer Charges Finance Manager Parks gave a report on the item, requesting Board approval of modifying previous Board direction for accounts #8940 and #7428.

Brief discussion ensued regarding MWWD's efforts to work closely with accountholders to resolve the back billed sewer charges.

Motion by Commissioner McGrath, second by Commissioner Rainville, to authorize 48 month payment plans for back billed sewer charges on Account #8940 in the amount of \$4,823.70, and Account #7428 in the amount of \$8,212.70. The motion passed unanimously.

Distribution of 2015 Budgets The proposed 2015 Operations and Maintenance Budget and the proposed 2015 Capital Budget were distributed to the Commissioners for discussion and consideration at the next regular meeting.

Other Business None.

ADDITIONAL REPORTS

Management

General Manager's Report

General Manager Voetberg reported on the Sno-King Legislative Agenda adopted at the last Sno-King Water District Coalition meeting, attended by Commissioner Rainville; legislative briefing at Alderwood Water and Wastewater District in conjunction with Pierce County's regional water group on December 8; and status of completed trainings required per the recently enacted Open Government Training Act (ESB 5964).

Capital Projects Status Report

The Board received the Capital Projects Status Report. General Manager Voetberg also reported on work being performed at Arnie's Restaurant.

Monthly Water Consumption Report

The Board received the Monthly Water Consumption Report. Commissioner McGrath requested the Board include information regarding purchase from the City of Everett and Alderwood Water and Wastewater District.

Discharge Monitoring Report

The Board received the Discharge Monitoring Report.

Vector Attraction Reduction (VAR) Test Results

The Board received the Vector Attraction Reduction (VAR) Test Results.

Verbal Reports

Finance Manager Parks reported on the US Securities and Exchange Commission's Municipalities Continuing Disclosure Cooperation (MCDC) Initiative. Since the deadline to respond is December 1, staff has recommended scheduling a special meeting with the District's bond counsel to discuss the Initiative.

Brief discussion ensued. Staff will confirm bond counsel's and Commissioners' availability, and schedule and publicly notice a special meeting.

Wastewater Treatment Facility Manager Bridges reported on the DMR and VAR reports in the agenda packet.

Legal None.

Engineering District Engineer Delfel reported staff will conduct a bid opening for the Lift Station #8 manual transfer switch project on November 25. Five electrical contractors were invited to submit bids for the Small Works project.

Commissioners Commissioner Rainville spoke about the recent Sno-King Water District Coalition's alliance with the Pierce County regional water group and the PowerPoint to be presented at the December 8 legislative briefing.

President Johnson reported on an article in the Woodinville newspaper regarding a violation of the Open Public Meetings Act when a quorum of councilmembers attended the Sno-King meeting.

CONCLUDE There being no further business, the President of the Board concluded the meeting at 7:34 p.m.



President/Commissioner Johnson



Secretary/Commissioner Rainville



Vice President/Commissioner McGrath