

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

Minutes of August 16, 2017

The Regular Meeting of the Board of Commissioners of August 16, 2017 was called to order at the District office by Commissioner McGrath at 7:00 p.m.

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

Engineering:
Eric Delfel (Gray & Osborne)

Staff:
Jim Voetberg, General Manager; Rick Matthews, Operations/Engineering Manager; Sue Parks, Finance Manager; Gil Bridges, Wastewater Treatment Plant Manager; Kendra Chapman, Administrative Assistant

**APPROVAL OF
AGENDA** Motion by Commissioner Rainville, second by Commissioner Johnson to approve the agenda as presented. The motion passed unanimously.

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

MINUTES Motion by Commissioner Johnson, second by Commissioner Rainville, to approve the minutes of the regular meeting of the Board of Commissioners on August 2, 2017. The motion passed unanimously.

**CONSENT
AGENDA** Finance Manager Parks noted a percentage error on the July Investment Funds report. Motion by Commissioner Johnson, second by Commissioner Rainville to approve the Consent Agenda as presented. The motion passed unanimously.

Vouchers Approved Vouchers in the amount of \$164,888.25.

<u>Fund</u>	<u>SubFund No.</u>	<u>Voucher No.</u>	<u>Amount</u>
Water Maintenance	740	6520-6559	38,162.28
Water Maintenance	740	ACH	38,558.76
Water Capital	746	6518-6519	2,235.21
Wastewater Maintenance	840	6520-6559	32,217.59
Wastewater Maintenance	840	ACH	24,121.49
Wastewater Capital	846	6517	29,592.92

BUSINESS ITEMS None.

Other Business None.

**ADDITIONAL
REPORTS**

Management

General Manager's Report

General Manager Voetberg reported the WWTF 2016 Outstanding Performance Award Plaque arrived and congratulated WWTF staff.

Mr. Voetberg reported that G&O was working on Change Order #2 for the 2017 Water & Sewer Improvement Project and staff hopes to have it ready for the next Board meeting on September 6th.

Mr. Voetberg reported that Boulder Park has requested termination of their contract with the District for biosolids hauling. He noted that staff has sent out an RFP that closes on August 31st.

Mr. Voetberg reported he has been asked to travel to Washington D.C. with WASWD members as part of the Federal Congressional Outreach for the association. He noted he would like the Board's input. Board consensus agreed Mr. Voetberg should attend if it works with his schedule.

Mr. Voetberg reported that Sno-King has accepted the District's offer to be the new administrator for the coalition.

Mr. Voetberg also reported that the Washington State Ferries intend to swap property with a private owner which may affect our waterline in the Right of Way. He noted staff is working with WSF and their consultants on this. He also noted that the District has been invited to the WSF Groundbreaking ceremony on August 30th for the new ferry terminal.

Customer Notice Tracking/Aging Report

The Board received the Customer Notice Tracking/Aging Report.

Discharge Monitoring Report

The Board received the Discharge Monitoring Report.

Verbal Reports

Operations/Engineering Manager Matthews reported that the preconstruction meeting for the Lift Station 10 Replacement Project was

held at the District earlier in the day with and expected mobilization date of August 28th due to an extension from the Snohomish County Hearing Examiner for the Conditional Use Permit. Matthews also reported that the District is busy with Developer Extension activity with two school projects wrapping up soon.

WWTF Manager Bridges reported that the contractor is onsite for the Clarifier 2 Project. Bridges reported that staff has completed raising the conveyor and it is running smoothly. Bridges also reported that Flight Mixers will be onsite mid-September for the new demo mixer install and testing.

Engineering No Report.

Commissioners Commissioner Rainville reported that Sno-King is currently working on a legislative agenda.

CONCLUDE There being no further business, the President of the Board concluded the meeting at 7:47 p.m.



President/Commissioner McGrath



Vice President/Commissioner Johnson



Secretary/Commissioner Rainville