

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

Minutes of July 19, 2017

The Regular Meeting of the Board of Commissioners of July 19, 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; 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 July 5, 2017. The motion passed unanimously.

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

Vouchers Approved Vouchers in the amount of \$773,520.03.

<u>Fund</u>	<u>SubFund No.</u>	<u>Voucher No.</u>	<u>Amount</u>
Water Maintenance	740	6427-6472	604,440.74
Water Maintenance	740	ACH	806.79
Water Capital	746	6418-6421	34,307.16
Wastewater Maintenance	840	6427-6472	74,672.71
Wastewater Maintenance	840	ACH	249.65
Wastewater Capital	846	6422-6426	59,042.98

BUSINESS ITEMS None.

Other Business None.

**ADDITIONAL
REPORTS**

Management

General Manager's Report

General Manager Voetberg reported that the District's request to extend the Public Works Trust Fund (PWTF) Loan for contribution in the improvements at the Everett Wastewater Treatment Facility was approved by the PWTF Board.

Mr. Voetberg reported that the 11th Street vacation of right of way for the Lift Station 10 project should be final on August 7th.

Mr. Voetberg reported that Sherwin Williams has nominated the Paine Field Reservoir for the Project Impact of the Year Award, with the winner being announced at the annual WEFTEC conference this Fall.

Mr. Voetberg reported that the District was asked to host the WASWD Statewide General Manager Meeting on August 24th.

Mr. Voetberg reported that Cross Valley Water District is interested in passing the responsibility of Sno-King Administrator to another Sno-King member, and with the Board in agreeance the District would offer to be the new Administrator.

Mr. Voetberg reported that the Lift Station No. 4 to Lift Station No. 12 Bore project is near completion.

Mr. Voetberg noted that the WWTF received the 2016 Wastewater Treatment Plant Outstanding Performance Award and congratulated the WWTF Staff for their continued good work.

Mr. Voetberg also reported that WASWD had sent out a tentative budget to collect feedback from its members. Commissioners commented on the budget and requested it be sent back to WASWD staff.

Customer Notice Tracking/Aging Report

The Board received the Customer Notice Tracking/Aging Report.

Water Comparison Report

The Board received the Water Comparison Report.

Discharge Monitoring Report

The Board received the Discharge Monitoring Report.

Verbal Reports

Finance Manager Parks reported that DOXO has a bill pay service, like banks for utilities that are not currently signed up with DOXO. Parks noted that this can be confusing to customers of organizations that are not signed up with DOXO since they use logos of those organizations with the bill pay service.

WWTF Manager Bridges reported the conveyor in the Biosolids room is being modified by staff to fit a taller trailer. This will allow more Biosolids to be hauled away per trip.

Engineering Engineer Eric Delfel reported he had pictures of the Lift Station 4 to 12 bore for the Commissioners to look at.

Commissioners No report.

CONCLUDE There being no further business, the President of the Board concluded the meeting at 7:45 p.m.



President/Commissioner McGrath



Vice President/Commissioner Johnson



Secretary/Commissioner Rainville