

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

Minutes of October 18, 2017

The Regular Meeting of the Board of Commissioners of October 18, 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 Johnson, second by Commissioner Rainville to approve the agenda as presented. The motion passed unanimously.

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

MINUTES Motion by Commissioner Rainville, second by Commissioner Johnson, to approve the minutes of the regular meeting of the Board of Commissioners on October 4, 2017. The motion passed unanimously.

**CONSENT
AGENDA** 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 \$434,915.74.

<u>Fund</u>	<u>SubFund No.</u>	<u>Voucher No.</u>	<u>Amount</u>
Water Maintenance	740	6690-6735	\$155,390.31
Water Maintenance	740	6736	549.77
Water Maintenance	740	ACH	41,684.98
Wastewater Maintenance	840	6690-6735	78,832.62
Wastewater Maintenance	840	6736	619.94
Wastewater Maintenance	840	6742	25,718.44
Wastewater Maintenance	840	ACH	24,428.42
Wastewater Capital	846	6737-6741	107,691.26

**Investment Fund
Report** The Board received the 3rd Quarter Investment Reports.

BUSINESS ITEMS None.

Other Business None.

**ADDITIONAL
REPORTS**

Management

General Manager's Report

General Manager Voetberg reported staff met with the contractor for the Lift Station 4 to 12 project with no further progress for Change Order #2. Mr. Voetberg reported the G&O received a letter from the contractor this week and G&O will draft a response for Attorney Milne to review.

Mr. Voetberg also reported that included in the Board packet was the letter sent to the City of Mukilteo declining to sign the agreement for access on 61st Place. Mr. Voetberg also reported a letter to the Department of Ecology has been completed and will be sent after review by Attorney Milne.

Customer Notice Tracking/Aging Report

The Board received the Customer Notice Tracking/Aging Report.

Water & Sewer Service Connection Report

The Board received the Water Comparison Report.

Discharge Monitoring Report

The Board received the Discharge Monitoring Report.

Verbal Reports

Finance Manager Parks reported staff is continuing to work on 2018 budget.

WWTF Manager Bridges reported the WWTF is gearing up for the storm through the weekend. Bridges also reported the Clarifier 2 project is proceeding and the contract is doing well.

Engineering

Engineer Eric Delfel reported the Lift Station 10 project is progressing with the focus on getting the foundation complete. Mr. Delfel also noted the District is working with the City of Mukilteo to relocate a sign that is creating a site problem for entering and leaving the construction site.

Commissioners No report.

CONCLUDE There being no further business, the President of the Board concluded the meeting at 7:14 p.m.



President/Commissioner McGrath



Vice President/Commissioner Johnson



Secretary/Commissioner Rainville