

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
JANUARY 23, 2008**

Commissioners Koester, Hendrickson and Landon were present. Also present: Mr. Grodt, Mr. Griffith, Ms. Ford, Rachel Ford, and Mr. Kase.

The meeting was called to order by the President at 4:00 p.m.

M/S/C approving the minutes of the Meeting of January 9, 2008 and the Commissioners workshop of January 14, 2008.

VOUCHERS:

M/S/C approving Maintenance vouchers #0280054 through #0280081 in the amount of \$73,834.98, including special vouchers #0280075 through #0280081 in the amount of \$19,472.37.

Capital Improvement voucher #0282004 in the amount of \$9,397.80.

Salt Air Pre Con voucher #0284002 in the amount of \$8,092.50.

Board approval of payment of \$27,622.13 for 23 employees for direct deposit of February draw.

LIENS:

M/S/C approving the liens as presented.

RELEASE OF LIEN:

M/S/C approving the release of lien as presented.

FRED MEYER SEWER EXTENSION DX07-1 COMPLETE / RESOLUTION 2008-01:

The Manager reported that the conditions of developer extension contract DX 07-1, with Kroger, Inc., have been satisfied and the project is 100% complete. It is now ready for acceptance by the District.

M/S/C approving Resolution 2008-01 which provides for the acceptance of DX 07-1 as complete.

COSTS ASSOCIATED WITH OUTFALL DAMAGED BY CONTRACTOR:

The Manager reported that there were extra costs associated with delays and additional precautions required by the eelgrass replanting team as a result outfall damaged by the contractor. The contractor did cover all the costs related to the repair of the outfall but was not willing to accept the costs incurred by the eelgrass replanting team. The Manager said that the extra costs were not significant enough to go through the dispute resolution process. In his opinion the lowest cost alternative for the District was to not pursue a claim.

M/S/C approving the Managers actions in this matter.

**RESULTS AND STAFF RECOMMENDATIONS FOLLOWING REVIEW OF
ENGINEERING STATEMENTS OF QUALIFICATION:**

The Manager reported that only two statements of qualification were submitted to the District this year. The two firms were PACE and URS. He recommended that the District use both of these firms for the provision of engineering services in 2008.
M/S/C accepting the Managers recommendation.

CONSULTANT AGREEMENT FOR EELGRASS RESTORATION MONITORING:

The Manager reported that the submarine outfall permit conditions require the District to monitor the restoration of the eelgrass disturbed by our construction, for a period of at least 5 years. The monitoring and reporting must be done by a marine biologist. He presented an engineering services contract with URS and their subconsultant, Entrix for the provision of the first year of the required eelgrass monitoring and reporting.

M/S/C approving the engineering services contract as presented.

**ATENDANCE AT THE 30TH ANNUAL WASHINGTON WATER/WASTEWATER
OPERATIONS WORKSHOP:**

The Manager requested authorization to send up to three employees to the 30th Annual Washington Water/Wastewater Operations Workshop, to be held in Yakima, WA, March 24-27, 2008.

M/S/C approving the request.

COMMISSIONERS WORKSHOP IN FEBRUARY:

The Board indicated that they want to hold a workshop concerning infiltration and inflow control on February 11, 2008, at 11:00 am, at the District office.

MANAGER REPORT:

The Manager distributed his written report on his recent activities.

OFFICE MANAGER REPORT:

Ms. Ford reported that an RFP was distributed for a Remittance Processing System. Responses are due back by noon on January 31, 2008. She will report at the next meeting the results and a suggestion for awarding the RFP.

The Office Manager requested clarification regarding the payment of Commissioners. The Midway Sewer District pays on a monthly basis. Hours worked in a month are paid in the following month, with a mid-month draw for employees (not Commissioners). When the State Auditors were here for our exit interview, the Board asked them specifically about Commissioner compensation as it relates to years. The verbal response was not definitive. We

did hear from the State Auditors that they would go to the Commissioner's W-2 to see if the W-2 is over the allowed cap for Commissioner Compensation. The payroll records and the W-2 use the payroll year of December to November. The State Auditor wants meetings to be tracked January to December of the same year. The Office Manager requested clarification as to how to track Commissioner meetings, starting in 2008.

M/S/C directing the Office Manager to continue tracking Commissioner meetings as she has done in the past.

TREATMENT PLANT SUPERVISOR REPORT:

Mr. Griffith reported that the heating and air conditioning system for the lab office building is 25 years old and is in need of replacement. He also indicated that the personnel building has heat but not air conditioning. He would like to add air conditioning to portions of that building. He requested authority to retain the services of a consultant to prepare bid documents for these heating and air conditioning modifications.

M/S/C approving his request.

ENGINEER REPORT:

Mr. Grodt had nothing to report.

The next meeting will be February 13, 2007, at the District office at 9:30 a.m. There will be a Commissioners Workshop on February 11, 2007, at the District office at 11:00 a.m.

The meeting adjourned at 4:59 p.m.

KEN J. KASE

ATTEST:

VINCENT H. KOESTER -SECRETARY