

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
JUNE 30, 2008**

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

The meeting was called to order by the President at 9:00 a.m.

M/S/C approving the minutes of the Meeting June 11, 2008.

VOUCHERS:

M/S/C approving Maintenance vouchers #0280513 through #0280555 in the amount of \$59,264.78, including special vouchers #0280513 through #0280516 in the amount of \$7,950.94. Capital Improvement vouchers #0282029 through #0282031 in the amount of \$28,043.63. 2007 PWTF Precon voucher #0284008 in the amount of \$5,660.00. Board approval of payment of \$28,122.13 for 23 employees for direct deposit of the July draw.

LIENS:

M/S/C approving the liens as presented.

RELEASE OF LIEN:

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

REVOLVING FUND BALANCE INCREASE / RESOLUTION 2008-09:

The Manager presented Resolution 2008-09 to the Board for their review. This resolution formalizes the action of the Board at the June 11, 2008, meeting raising the maximum balance in the revolving fund.

M/S/C approving Resolution 2008-09 as presented.

ATTENDANCE AT THE GOVERNOR'S INDUSTRIAL SAFETY & HEALTH CONFERENCE:

The Manager requested authorization to send Kim Hewlett, the District's Safety Coordinator, to the Governor's Industrial Safety & Health Conference, to be held in Spokane, September 24-25, 2008.

M/S/C approving the request.

STEPPER SCREEN REPAIR PARTS ORDER:

The Manager reported that he authorized the purchase of \$7,439.00 in repair parts for the stepper screen located in the headworks of the treatment plant. He took this action because this

equipment is critical to treatment plant operation and he wanted to minimize the time it would take to repair the equipment. The amount of the parts order exceeds the Manager's authority as set by Resolution 2001-06.

M/S/C approving the purchase of the stepper screen parts.

REVIEW OF DRAFT FALL 2008 NEWSLETTER:

The draft of the fall 2008 newsletter, "The Drain Report" was reviewed by the Board. No revisions were requested. This newsletter is set to begin circulation in September.

WASWD REQUEST TO DRAFT SEWER INSPECTION LEGISLATION:

The Manager reported that he had attended the WASWD Government Relations Committee meeting on June 25, 2008. At this meeting he suggested that it may be beneficial to sewer providers to promote legislation requiring side sewer inspections when real property changes ownership. The Executive Director requested that the Midway Sewer District prepare a draft of a legislative bill for use by WASWD. The Manager asked the Board if they were willing to pay the legal costs for the preparation of this draft legislation. The Board instructed the Manager to provide WASWD with the technical details and suggestions on how this inspection program might look. The Board felt that WASWD should pay any expenses related to drafting this document into a legislative proposal.

MANAGER REPORT:

The Manager distributed his written report on his recent activities.

TREATMENT PLANT SUPERVISOR REPORT:

Mr. Griffith had nothing to report.

CORDELIA FORD'S OFFICE MANAGER REPORT:

Ms. Ford reported that the setup of the check processing system is ongoing. There is significant coordination required between the vendor, bank, and District in order for the system to work properly. She estimated that the system should be on-line by mid-August, 2008.

ENGINEER REPORT:

Mr. Grodt reported on the following:

1. Automatic Transfer Switch – progress on Contract 2008-01 is being delayed pending adequate shop drawings.
2. Replace and Upgrade HVAC System, Contract 2008-02 – Contracts are ready for signature. A preconstruction conference will be set within the next few days.

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The next meeting will be July 9, 2008, at the District office at 9:00 a.m.

The meeting adjourned at 9:33 a.m.

KEN J. KASE

ATTEST:

VINCENT H. KOESTER -SECRETARY