

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
NOVEMBER 26, 2008**

Commissioners Hendrickson, Koester and Landon were present. Also present: Mr. Crahan, Mr. Griffith, Mr. Grodt, Mr. Allan Netherton, Ms. Marla Iwata, and Mr. Kase.

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

The agenda for today's meeting was approved without modification.

STATE AUDITOR'S EXIT CONFERENCE CONCERNING AUDIT OF DISTRICT FOR 2007:

Ms. Marla Iwata, Audit Manager with the Washington State Auditor's Office explained the scope of the audit her office performed on the District and their findings and recommendations. Primarily they look at accountability for public resources and legal compliance, together with the reliability of the financial statements. Her office will be issuing an Accountability Report and a Financial Statement Report as a result of this audit. She did have two recommendations, one concerning inventory and the other concerning journal entries. There were no findings as a result of this audit.

M/S/C approving the minutes of the meeting November 7, 2008.

VOUCHERS:

M/S/C approving Maintenance vouchers #0280972 through #0281017 in the amount of \$58,129.97, including special vouchers #0280972 through #0280976 in the amount of \$14,656.80.

Capital Improvement vouchers #0282053 through #0282058 in the amount of \$53,606.27.

LIENS:

M/S/C approving the liens as presented.

RELEASE OF LIEN:

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

SWP 2008-A BID RESULTS:

The Manager presented the bid results for the sewer replacement project on 32nd Ave. S. in SeaTac, known as SWP 2008-A. Pivetta Bros. Construction was the apparent low bidder.

M/S/C accepting the Pivetta Bros. Construction company's bid for construction of SWP 2008-A and instructing the Manager to send Pivetta Bros. Construction a notice of award.

BIOSOLIDS SERVICES CONTRACT WITH PARKER AG SERVICES, LLC:

The Manager said that he has completed negotiations with Parker Ag Services, LLC, for the provision of biosolids transportation and beneficial reuse and they have signed the contract which is now ready for the District to execute. He said that their pricing should save the District about \$4,000 per month compared with the current cost of this service. He requested authorization to sign the contract on behalf of the District.
M/S/C approving the Manager's request.

QUOTATIONS FOR LOAD TESTING OF DISTRICTS GENERATORS:

The Manager requested authorization to accept the four separate quotes from Cummins Northwest for a two hour load cell testing of each of the District's 9 generators. He said that the prices quoted are from the Washington State Office of Procurement contract for this service.
M/S/C authorizing the acceptance of the four separate quotes from Cummins Northwest for two hour load cell testing of each of the District's 9 generators.

AUTHORIZED SIGNATURES OF THE DISTRICT FOR ISSUANCE OF WARRANTS:

The Manager presented a form that contains instructions to King County concerning who at the District is authorized to sign voucher approvals the County Treasurer uses to issue warrants. He suggested that the list of authorized signatures remain the same as in 2008, which includes each of the Commissioners and the Manager and Office Manager.
M/S/C approving the Manager's suggestion.

REVIEW OF THE 2008 3RD QUARTER FINANCIAL STATEMENTS:

Financial statements of the District for the 3rd quarter of 2008 were distributed to the Board for their review. The Manager pointed out that revenue from public authorities was down primarily due to the suspension of the surcharge on the Port of Seattle, and also that investment income was down sharply.

REVIEW OF THE DRAFT WINTER 2009 NEWSLETTER:

The Manager distributed copies of the draft winter 2009 newsletter for review by the Board.
M/S/C approving the winter 2009 newsletter for distribution to District customers along with their sewer bill.

PRESENTATION OF FINAL DRAFT OF THE 2008 COMPREHENSIVE SEWER PLAN SET FOR THE DECEMBER 10, 2008 MEETING:

The Manager said that PACE will be doing a presentation of the 2008 Comprehensive Sewer Plan at the meeting on December 10, 2008 at 9:00 a.m.

MANAGER REPORT:

The Manager distributed his written report on his recent activities.

COLLECTION SYSTEM SUPERVISOR REPORT:

Mr. Crahan reported to the Commissioners on the pending upgrade to the WinCan software. He also informed the Commissioners of the recent problems with the TV inspection cameras

TREATMENT PLANT SUPERVISOR REPORT:

Mr. Griffith had nothing to report.

ENGINEER'S REPORT:

Mr. Grodt reported on the following:

1. Automatic Transfer Switch, Contract 2008-01 – The contract is now complete and is ready to be accepted for maintenance and operation. Resolution 2008-15 was presented to the Board which provides for the acceptance of Contract 2008-01. M/S/C approving Resolution 2008-15 as presented.
2. HVAC Upgrade, Contract 2008-02 – Submit and recommend for approval Change Order No. 1. The City electrical inspector required the installation of an additional service outlet on the Lab/Office Building roof. The total for Change Order No. 1 is \$424 plus sales tax. There is still some work remaining to be completed to satisfy the City Mechanical inspector.
3. Eelgrass Monitoring – The fall field monitoring for the eelgrass was delayed by bad weather. It has now been scheduled for the first week of December.
4. Influent Screens – Design continues.

The next meeting will be December 10, 2008, at the District office at 9:00 a.m.

The meeting adjourned at 9:50 a.m.

KEN J. KASE

ATTEST:

VINCENT H. KOESTER -SECRETARY