

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
December 9, 2009**

Commissioners Hendrickson, Landon and Koester were present. Also present: Mr. Grodt, Mr. Crahan, Ms. Angel (Angie) Allen, Mr. Snure, Ms. Ford, 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.

M/S/C approving the minutes of the Meeting of November 25, 2009.

VOUCHERS:

M/S/C approving Maintenance vouchers #0291080 through #0291124 in the amount of \$93,511.06, including special vouchers #0291080 through #0291093 in the amount of \$26,415.18.

Capital Improvement voucher #0293042 in the amount of \$6,636.77.

Board approval of payment of \$67,870.90 for 26 employees for direct deposit of December payroll.

ADDITIONS:

M/S/C approving additions to accounts receivable as presented.

ADJUSTMENTS:

M/S/C approving adjustments to accounts receivable as presented.

ADDRESS TO BOARD REGARDING DOUGLAS ALLEN'S PROPERTY AT 24004 & 24006 24TH AVE. S. (DUPLEX):

Angel Allen (Angie) requested the removal of the liens on property located at 24004 24th Ave. S. and the excuse of the account balance due to the fact that no water has been used in the house for quite some time (years). The house is a duplex and one side is vacant and the other is not. Angie contends that it is illegal and wrong to charge for service not received.

The Board indicated that the owner should be billed for sewer service as long as the building is connected to the sewer. Her request was denied.

Angie requested that the Board put the reasons for their decision in writing and the Board told her that she is to request any information she may want from District staff.

M/S/C instructing District staff to follow existing District policy concerning vacant and delinquent accounts and to deny Angel Allen's requests.

RESOLUTION 2009-16 / CHANGING REGULAR MEETING SCHEDULE:

M/S/C approving Resolution 2009-16 which provides for the meeting schedule change for the last meeting in December, 2009, to the 23rd at 9:00 am.

RESOLUTION 2009-17 / SETTING CONNECTION CHARGES FOR 2010:

The Manager presented Resolution 2009-17 to the Board for their review. This resolution establishes connection charges for 2010 and also updates the historical costs for installing sewers.

M/S/C approving Resolution 2009-17 as presented.

TEMPORARY CONSTRUCTION EASEMENT AT THE 16TH AVE PUMP STATION:

The Manager reported that the City of Des Moines has requested a temporary construction easement across the 16th Ave. Pump station property in order to access their bridge construction site. He said that it should not disrupt the District's operation. He requested authorization to sign the easement on behalf of the District.

M/S/C approving the Manager's request.

ENGINEERING SERVICES AGREEMENT FOR THE OFFICE GENERATOR PROJECT:

The Manager presented an engineering services contract with URS for the plans, specifications, bidding assistance, construction inspection and as-builts for an emergency power generator for the District office building.

M/S/C approving the contract as presented.

REVIEW 3RD QUARTER 2009 FINANCIAL STATEMENTS:

The Board reviewed the District's 3rd quarter 2010 financial statements.

REVIEW PROPOSED WINTER 2010 DISTRICT NEWSLETTER:

The Manager distributed a proposed newsletter for use as the District's 2010 Winter newsletter. The Board felt the articles were appropriate and authorized the Manager to get it ready for distribution with the bills in early 2010.

MEETING ROOM USE BY NEWLY FORMED POOL DISTRICT:

The Manager reported that he has been contacted by the newly formed Swimming Pool District concerning their desire to use this District's meeting space. He suggested that if the Board decided to allow this that they should require a certificate of insurance that meets the requirements set forth by Enduris, they should enter into an Indemnification & Hold Harmless Agreement, they should agree to pay any expenses related to their meeting such as employee

expenses, or damage, or cleaning costs and they should be aware that our meeting schedule takes precedence over their meeting schedule.

M/S/C approving the Manager's suggested meeting room use requirements.

KEN KASE'S MANAGER REPORT:

The Manager distributed his written report on his recent activities.

CORDELIA FORD'S OFFICE MANAGER REPORT:

The Office Manager reported:

1. The Office Manager requested direction regarding payment of the Washington Association of Sewer & Water District 2010 annual dues.
2. Conversion to the newest version of Springbrook has gone well. Most of the "bugs" are worked out, and the accounting staff seems to be adjusting well to the upgrade.
3. The King County conversion from Key Bank to US Bank continues. We now have District credit cards, and she is working on getting new bank accounts set up.

WALT CRAHAN'S COLLECTION SYSTEM SUPERVISOR REPORT:

Mr. Crahan reported that the control equipment at the 7th Ave. pump station failed the other day. Due to its age replacement parts are not available. A more extensive control system replacement may be necessary. Some of the pumps and motors at this and other stations are also approaching the end of their useful life and will need to be replaced soon.

Commissioner Hendrickson indicated that he is a proponent of modernization of the pump station equipment now as opposed to waiting for the equipment to fail. He wants staff to prepare a recommendation for a pump station upgrade for consideration at a future meeting.

SKIP GRODT'S ENGINEER'S REPORT:

Mr. Grodt reported on the following:

1. Influent Screens, Contract 2009-01. The second screen is going through the startup and employee training today. The project should be completed by the next meeting.
2. Eelgrass Monitoring. The final eelgrass monitoring for 2009 has been completed. The final report will follow.

BRIAN SNURE'S ATTORNEY'S REPORT:

Mr. Snure reported on the following:

Collections:

1. There are 5 delinquent customers in bankruptcy.
2. There are 10 delinquent customers in active foreclosures.
3. There are 3 delinquent customers in pending foreclosures.
4. There are 15 delinquent customers subject to Trustee sales.

He is working with the City of Kent to address properties subject to Midway Sewer District and Kent utility liens.

COMMISSIONERS COMMENTS:

Commissioner Koester said that he would like to withhold payment of the WASWD dues for 2010 until the Board has had an opportunity to discuss the merits of this organization at a future meeting. His preference would be to discuss this matter in early January, 2010.

The next meeting will be held on December 23, 2009, at the District office at 9:00 am.

The meeting adjourned at 10:17 a.m.

ATTEST:

KEN J. KASE

VINCENT H. KOESTER - SECRETARY