

**MIDWAY SEWER DISTRICT  
COMMISSIONERS MEETING  
FEBRUARY 25, 2009**

Commissioners Hendrickson, Koester and Landon were present. Also present: Mr. Dusenbury, Mr. Maury Hood, Mr. Art Wadekamper, Mr. Griffith, Mr. Grodt, Ms. Ford, and Mr. Kase.

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

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

M/S/C approving the minutes of the Meeting of February 11, 2009.

**VOUCHERS:**

M/S/C approving Maintenance vouchers #0290155 through #0290203 in the amount of \$61,652.65, including special vouchers #0290155 through #0290159 in the amount of \$21,938.99.

Capital Improvement voucher #0293008 in the amount of \$6,385.60.

2008 PWTF voucher #0298002 in the amount of \$11,200.04.

Board approval of payment of \$28,322.13 for 23 employees for direct deposit of the March draw.

**LIENS:**

M/S/C approving the liens as presented.

**RELEASE OF LIEN:**

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

**DES MOINES HARBORMASTER TO DESCRIBE UPCOMING MARINA  
IMPROVEMENTS INCLUDING UNDERGROUND UTILITIES:**

Mr. Joe Dusenbury, the City of Des Moines Harbormaster, said that for the last decade or so he has been engaged in completing a Marina Master Plan. The plan, when completed, will transform the marina into an attractive amenity and valuable asset the City can be proud of. There are two phases of construction planned in the near future. First a 12" water main with related 8" laterals supplying hydrants as well as 4" domestic water supply lines will be constructed. The next phase will involve replacement and relocation of the bulkhead and removal of the small boat launching facility. This work is constrained by "fish windows" which dictate when this construction can take place. He said that the underground utilities will be coordinated and located in corridors. He is aware that the District is interested in locating an emergency electrical generator and conduits for power and control wiring to supply the sewer pump station located at the northeast corner of the marina. He believes that the City may be able to accommodate the District, however the District should keep in mind that noise attenuation and visual obscuring of the generator will need to be accomplished to minimize complaints.

The Manager said that the District may want to rehabilitate or replace the sewer collection system in the southern portion of the marina in conjunction with other underground utility installation work in that area. That portion of the sewer system has numerous defects and is made of older AC pipe.

M/S/C authorizing the preparation of bid documents for the replacement of the sewer system in the southern portion of the Des Moines Marina and also for the placement and procurement of appropriate emergency power generation equipment for the Covenant Beach Sewer Pump Station.

**SALT AIR HILLS SEWER & WATER REPLACEMENT CONTRACT READY FOR EXECUTION:**

The Manager said that the contract between Pivetta Brothers Construction, Inc. and the District, for the construction of the Salt Air Hills Sewer and Water Replacement Project, is complete and ready for execution by the District.

M/S/C authorizing the execution of the construction contract for the Salt Air Hills Sewer and Water Replacement Project.

**AUTHORIZE PURCHASE OF NEW TRUCK FOR USE AT TREATMENT PLANT:**

The Manager requested authorization to purchase a new pickup truck to replace the pickup truck currently in use. Mr. Griffith indicated that a vehicle that would work well for the treatment plant use is available through the Washington State Office of Procurement.

M/S/C approving the request.

**REQUEST TO DECLARE 1995 FORD F-150 (MS-2) AS SURPLUS / RESOLUTION 2009-04:**

The Manager said that when the procurement of the new pickup truck has been completed the existing pickup truck, known as MS-2, will be surplus to the needs of the District. He requested authorization to dispose of the 1995 Ford F-150 following the surplus property laws of the State of Washington.

M/S/C approving Resolution 2009-04, which declares the 1995 Ford F-150 as surplus.

**BID RESULTS FOR THE PURCHASE OF A 100KW DIESEL GENERATOR AND ATS:**

The Manager said that only one proposal was received for the purchase of a 100kw diesel generator and automatic transfer switch, for use at the Saltwater State Park pump station. The bid amount including tax was \$50,570.40. He requested authorization to accept the proposal received and complete the purchase.

M/S/C approving the request.

**WASWD BOARD PRESIDENT, MAURY HOOD, TO HEAR DISTRICT'S SUGGESTIONS FOR THE IMPROVEMENT OF THE ASSOCIATION:**

Mr. Hood indicated that he was in attendance to hear what the Midway Sewer District Board (Midway) had to suggest concerning improvements that could be made to WASWD. A list of 22 Executive Director faults and 9 Board of Director faults that in the opinion of the Midway should be addressed to improve WASWD was distributed. Commissioner Hendrickson added that he speculates that certain WASWD Committee meetings may have been scheduled to conflict with Midway Sewer District Board meetings in an attempt to preclude attendance by Midway. He also mentioned that the Executive Director has procrastinated on projects and requests that he does not want to do.

Mr. Hood acknowledged that the Executive Director does have his faults, however the pluses outnumber the minuses. The Executive Director has in the last 13 years taken WASWD from being \$30,000 in debt to being approximately \$500,000 on the plus side. It is his perception that the Executive Director has strong budget, legislative and speaking abilities. As President of the WASWD Board he will endeavor to get the Executive Director to improve certain weak areas, but it may not be reasonable to expect that the Executive Director will attain perfection. A proposal to add a HR person to the WASWD staff is being considered and may be voted on in the future. This may help to solve some of the current problems. He also believes that the majority of the WASWD membership is in favor of retaining the current Executive Director. He encouraged Midway to continue its membership in WASWD.

The Board thanked Mr. Hood and Mr. Wadekamper for listening to their comments. They also expressed their appreciation of the more active involvement of the current WASWD Board President as compared with past presidents.

**CONSIDER PWTF LOAN APPLICATION FOR DES MOINES SEWER REHABILITATION PROJECT:**

The Manager said that rehabilitation of the downtown Des Moines sewer collection system may qualify for a Public Works Trust Fund loan or some other available project funding sources. He requested authority to enlist the services of a consultant to apply for a loan for the preparation of plans, specifications, and construction of this rehabilitation project.  
M/S/C approving the request.

**MANAGER REPORT:**

The Manager distributed his written report on his recent activities.

**OFFICE MANAGER REPORT:**

The Ms. Ford reported the following:

1. She provided an update on the RFP for the phone system. Our consultant has completed many of the sections, and they have been reviewed by District staff. It will all be put together and reviewed one final time before it is ready to be distributed. The RFP will likely be distributed around the first half of March.
2. The rate increase is going well. Our billing software calculates the 2008 portion of the bill period at the old rate and the portion of the bill period in 2009 at the new rate. Starting in March we will be completely at the new rate.
3. Benson & McLaughlin have been at the District for the year-end Financial Statements. They were waiting on the Variance Report to complete the Trial Balance and adjusting journal entries for year-end. The Variance Report has been completed and the Trial Balance and adjusting journal entries should be presented to the District next week.

**TREATMENT PLANT SUPERVISOR REPORT:**

Mr. Griffith reported that Puget Sound Energy will be conducting an energy audit of the District on February 26, 2009.

**ENGINEER'S REPORT:**

Mr. Grodt reported on the following:

1. Influent Screens – The Project will be ready for internal QA/QC next week.

The next meeting will be March 11, 2009, at the District office at 9:00 a.m.

The meeting adjourned at 5:23 p.m.

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KEN J. KASE

ATTEST:

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VINCENT H. KOESTER –SECRETARY