

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

Commissioners Hendrickson and Koester were present. Also present: Mr. Grodt, Mr. Crahan, Mr. Griffith, 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 October 28, 2009.

VOUCHERS:

M/S/C approving Maintenance vouchers #0290991 through #0291035 in the amount of \$132,033.14, including special vouchers #0290991 through #0291001 in the amount of \$24,708.56.

Capital Improvement voucher #0293038 in the amount of \$3,102.66.

2008 Public Works Trust Fund voucher #0298024 in the amount of \$65,000.00.

Board approval of payment of \$66,194.50 for 27 employees for direct deposit of November payroll.

ADDITIONS:

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

ADJUSTMENTS:

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

RESOLUTION 2009-13 / CHANGING REGULAR MEETING SCHEDULE:

The Board signed Resolution 2009-13 which provides for the meeting schedule change that was approved at the prior meeting.

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

The Office Manager reported a District customer, who owns a duplex at 24004 & 24006 24th Ave. in Des Moines has requested that the District remove the lien filed against their property. The property is owned by Douglas Allen. All of the contact for this property has been made by Angie, on behalf of Douglas Allen. I am not sure of her relationship with Douglas Allen.

Per Angie, Douglas Allen lives in 1 side of the duplex. They were able to take advantage of the District Vacancy Policy from 2002 to November 2008. Due to the vacancy forms not returned, we picked up the 2nd unit for billing in November 2008. The last payment on this account was

March 2008. We filed the lien against the property on April, 2009. The account balance is currently \$590.33 and we are ready to file the 2nd lien.

Per Highline Water District, the water meter to the property has been locked since December 2008. There is one water meter for the duplex. The meter was locked by the water district due to non-payment. The account balance with the water district has not been paid.

Angie, on behalf of Douglas Allen, is requesting that the lien be removed from the account. Her argument is that since the water meter is locked to the property, there is no sewer being used either. She believes that the property should not be billed since the meter is locked. She would also like to have the billings removed from the account for the period of time that the meter has been locked, and for no further charges be billed until the water meter has been turned back on.

M/S/C instructing District staff to follow existing District policy concerning vacant and delinquent accounts and to deny her requests.

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 on a potential exit item from this year's audit by the State Auditor's office. The District has an employee meeting once a year where a lunch is provided. This practice is currently not covered in our Employee Rewards policy in the Employee Handbook. The Office Manager suggested that the policy be amended to add in a section that addresses the current practice.

M/S/C to amend Section 307 of the Midway Sewer District Employee Handbook to address a yearly employee meeting with a lunch provided.

WALT CRAHAN'S COLLECTION SYSTEM SUPERVISOR REPORT:

Mr. Crahan reported that telemetry systems have been installed at seven pump stations and he is now in the testing period. If all goes well the old alarm systems will be turned off.

SKIP GRODT'S ENGINEER'S REPORT:

Mr. Grodt reported on the Influent Screens, Contract 2009-01. He said that the most westerly screen has been set and is awaiting electrical connection for startup. After startup the second screen will be set.

There will probably be two change orders, one for widening the channel(s) to accept the new screens and the second one for some changes to the electrical work.

BRIAN SNURE'S ATTORNEY'S REPORT:

Mr. Snure reported on the following:

Collections:

1. There are 5 delinquent customers in bankruptcy.
2. There are 7 delinquent customers in active foreclosures.
3. There are 5 delinquent customers in pending foreclosures.
4. 6 delinquent customers have entered payment agreements.
5. There are 13 delinquent customers subject to Trustee sales.

COMMISSIONERS COMMENTS:

Commissioner Hendrickson suggested that the time for the next meeting be changed from an afternoon meeting to a morning meeting because it was the day before a holiday. He said the next Board meeting should be held November 25, 2009, at 9:30 am. Commissioner Koester agreed to this schedule.

M/S/C authorizing a resolution, which provides for this meeting schedule change.

The next meeting will be held on November 25, 2009, at the District office at 9:30 am.

The meeting adjourned at 9:23 a.m.

ATTEST:

KEN J. KASE

VINCENT H. KOESTER - SECRETARY