

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
MARCH 24, 2010**

Commissioners Hendrickson, Landon, and Koester were present. Also present:
Mr. Griffith – Treatment Plant Supervisor
Mr. Crahan – Collection System Supervisor
Ms. Ford – Office Manager.

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 March 10, 2010.

VOUCHERS:

M/S/C approving Maintenance vouchers #300250 through #300285 in the amount of \$50,290.03 including special vouchers #300250 through #300254 in the amount of \$7,861.33.
Board approval of payment of \$28,622.13 for 23 employees for direct deposit of the April draw.

LIENS:

M/S/C approving the liens as presented.

RELEASE OF LIENS:

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

CONTRACT FOR RENEWABLE ENERGY FEASIBILITY STUDY:

The Office Manager presented a contract between Midway Sewer and Brown & Caldwell for a renewable energy feasibility study.

The contract has been reviewed by Midway and Brown & Caldwell legal counsel.

M/S/C authorizing the contract as presented.

LETTER FROM MERITAIN:

The Office Manager presented a letter to the Board from Meritain, who is the new 3rd Party Administrator for the HRA (Health Reimbursement Account). Meritain has had a rocky start, and the letter apologizes for their previous poor performance, outlines the steps they have taken to correct the situation and provides a contact person for ongoing issues.

DATE FOR GEORGE LANDON'S 20-YEAR PIN LUNCH:

District policy allows for District staff to be taken out to lunch every 5 years of employment to thank the employee. District staff is also awarded a pin each 5 years of employment. George requested that his 20-year pin lunch to be done at the Commissioner Retreat on May 1, 2010.

REPORT ON SUPERVISOR TRAINING:

The Office Manager reported that Paul Tomlinson from Career / Life Institute met with the Supervisors on March 18th for management training. The group reviewed the progress made, and made plans to move forward. Plans include a monthly meeting of supervisors, as well as an additional meeting with supervisors and Senior Operators for additional training. Mr. Tomlinson suggested that all-staff meetings be held 2 – 3 times a year. Mr. Tomlinson will come back in mid-April for some additional training.

Commissioner Landon suggested that Highline Water be contacted to get input on their supervisor meetings and all-staff meetings.

EDUCATIONAL REQUESTS:

The Office Manager presented educational requests for:

- Jeff Griffith – attend a 2-day conference on Nutrient Control at Municipal Wastewater Treatment Plants.
- Walt Crahan – 3 employees to attend the annual WWCPA conference.
- Cordelia Ford – attend the annual WFOA conference.

M/S/C authorizing the requests as presented.

REPORTS:

OFFICE MANAGER:

Mrs. Ford had nothing to report.

COLLECTION SYSTEM SUPERVISOR:

Mr. Crahan informed the Commissioners that we had received a scope and budget from Pace Engineers for the 7th Ave station upgrade and that we are in the process of determining how to proceed.

TREATMENT PLANT SUPERVISOR:

Mr. Griffith reported the lighting has been completed in the Conference room at the office but the rest of the building must wait until some of the crew returns from sick leave. We will have 3 classes of 6th grade students from Madrona Elementary tour the plant next week. While they are here they will release juvenile salmon in the creek.

COMMISSIONER COMMENTS:

It was noted that a meeting is scheduled between Midway Sewer, Highline Water and Pivetta Brothers Construction for April 1, 2010.

The next meeting will be April 14, 2010, at the District office at 9:00 a.m.

The meeting adjourned at 4:25 pm.

ATTEST:

CORDELIA M. FORD

JACK W. HENDRICKSON –SECRETARY