

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
DECEMBER 13, 2006**

Commissioners Hendrickson, Landon and Koester were present. Also present: Mr. Griffith, Ms. Ford, Mr. Grodt, Mr. Crahan, Mr. Snure, and Mr. Kase.

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

M/S/C approving the minutes of the Meeting of November 22, 2006.

VOUCHERS:

M/S/C approving Maintenance vouchers #0261071 through #0261125 in the amount of \$125,414.79, including special vouchers #0261071 through #0261086 in the amount of \$45,670.63.

Capital Improvement vouchers #0260051 through #0260052 in the amount of \$77,519.73.
Board approval of payment of \$50,275.64 for 27 employees for direct deposit of the December payroll.

ADDITIONS:

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

ADJUSTMENTS:

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

RELEASE OF YETTER CONNECTION CHARGE LIEN:

The Manager said that the Dean and Linda Yetter Connection Charge Agreement has been fully paid and the liens filed thereon should be released.

M/S/C releasing the Dean and Linda Yetter Connection Charge lien.

DES MOINES 16TH AVE. IMPROVEMENT PROJECT INCLUDING A SCHEDULE FOR SEWER REPLACEMENT PENDING ACTION BY THE DISTRICT:

The Manager said that the design engineer and District staff recommend accepting the low bidder's proposal for the installation of sewers in conjunction with the City of Des Moines 16th Ave. S. Improvement Project. The lowest bidder, Scarsella Bros. bid of \$1,677,623.65 was lower than the engineers estimate and it is thought that they are competent to do the work. M/S/C accepting Scarsella Bros. Incorporated's Schedule B bid amount of \$1,677,623.65 and authorize the City to proceed under the terms of the 16th Avenue South Improvement Project Interlocal Agreement.

SEWER INSPECTION SOFTWARE REQUEST FOR PROPOSAL RESULTS:

The Manager reported that only 2 proposals were received in response to the advertisement for sewer inspection software. He requested authorization to purchase Aquarius Consulting Inc's. WinCan sewer inspection and reporting software, as they were the lowest bidder. M/S/C approving the Manager's request.

MIDWAY SEWER DISTRICT EQUIPMENT RENTAL RATES:

The Manager reported that the equipment rental rates of the District have not been updated since 1994. He suggested a new rate schedule that would bring the District's rates in line with the rest of the industry. M/S/C approving the update to the District equipment rental rates effective immediately.

GFC AND LFC FOR 2007 – RESOLUTION 2006-20:

The Manager reported that Benson & McLaughlin had completed the calculation for the GFC and they determined that the GFC is \$3,559.00, however due to various assumptions this figure should be rounded up. District staff has estimated the LFC to range between \$118 and \$158 per lineal foot, based on 2 recent sewer extensions within the District. The Board discussed the difficulty many new customers have with paying the connection charges required and felt that the District should try to keep these fees as low as possible. An increase of \$30 to the LFC bringing it to \$120 and \$200 to the stub charge bringing it to \$1,200, and increase the GFC by \$800 bringing it to \$3,000 per RCE, was suggested by the Manager. M/S/C adopting RESOLUTION 2006-20 bringing current the historical costs for installing sewers and setting connection charges for 2007.

WASWD's L & I RETROSPECTIVE RATING PROGRAM ADJUSTMENT:

The Manager reported that the District received a check in the amount of \$2,613.10 for the Retro refund adjustment of L & I premiums paid for the years 2002 to 2003 and 2004 to 2005.

REVIEW OF DRAFT DISTRICT WEBSITE:

The Office Manager demonstrated the District website as it currently exists in its developmental stage. The Board wanted some improvements and additions made prior to it going live.

REVIEW OF DISTRICT'S DRAFT WINTER 2007 NEWSLETTER:

The Manager presented a draft of the District newsletter for the Board's perusal. He indicated that it is unlikely that this issue will make the January 1, 2007 deadline for distribution. He also mentioned that this draft has not been forwarded the Turkshead for final arrangement. The Board indicated that the current arrangement is adequate and that Turkshead services are not needed. They instructed the Manager to proceed with finalization, printing and distribution of the newsletter.

NORTHWEST BIOSOLIDS MANAGEMENT ASSOCIATION:

The Manager suggested that the District continue its membership in the Northwest Biosolids Management Association. He indicated that they are committed to the beneficial reuse of biosolids.

M/S/C authorizing the District's continued membership in the Northwest Biosolids Management Association.

APPOINTMENT OF AGENT TO RECEIVE CLAIMS / RESOLUTION 2006-21:

The Manager said that the District needs to appoint an agent to receive claims for damage and that the identity, address and normal business hours need to be recorded with the King County Recorder's Office. He presented Resolution 2006-21 to the Board, which appoints the Manager as the District's agent to receive damage claims.

M/S/C adopting RESOLUTION 2006-21 as presented.

OFFICE MANAGER REPORT:

No report.

COLLECTION SYSTEM SUPERVISOR REPORT:

No report.

TREATMENT PLANT SUPERVISOR'S REPORT:

No report.

ENGINEER REPORT:

Mr. Grodt reported on the following:

1. Outfall easement – Received the draft easement for the new outfall from the Dept. of Natural Resources. URS and the District will review and make comments.
2. Sediment Sampling Plan – The draft sediment sampling plan has been completed and will be submitted to Ecology for review and approval once internal review is completed.
3. Mixing Zone Study – The Study has been sent to Ecology for approval.

ATTORNEY'S REPORT:

Mr. Snure reported on the following:

Collections:

1. There are 4 customers in bankruptcy.
2. There are 1 pending foreclosures.
3. There are no active foreclosures.
4. There are 5 trustee sales pending.

COMMISSIONERS COMMENTS:

No comments.

The next meeting will be December 28, 2006, at the District office at 9:30 a.m.

The meeting adjourned at 9:48 a.m.

KEN J. KASE

ATTEST:

JACK W. HENDRICKSON - SECRETARY