

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
MAY 23, 2007**

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

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

M/S/C approving the minutes of the Meeting of May 9, 2007 and the Commissioners Workshop of May 14, 2007.

VOUCHERS:

M/S/C approving Maintenance vouchers #0270403 through #0270440 in the amount of \$48,033.66, including special vouchers #0270403 through #0270405 in the amount of \$758.64. Capital Improvement voucher #0270019 in the amount of \$20,319.00. Board approval of payment of \$30,597.13 for 25 employees for direct deposit of June draw.

LIENS:

M/S/C approving the liens as presented.

RELEASE OF LIEN:

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

SALT AIR HILLS PUBLIC WORKS TRUST FUND PRECONSTRUCTION LOAN AGREEMENT:

The Manager reported that he has received the loan agreement for Salt Air Hills Public Works Trust Fund preconstruction loan. A few items need to be completed and the agreement must be signed by the District and returned to the Public Works Board within 90 days. He requested authority to sign the agreement on behalf of the District.

M/S/C authorizing the Manger to sign the Salt Air Hills preconstruction loan agreement on behalf of the District.

DESIGN OF SALT AIR HILLS SEWER REPLACEMENT:

The Manager suggested that the District proceed with the design and preparation of plans, specifications and estimate for the Salt Air Hills Sewer Replacement. This work needs to be completed so that the project will be ready to go to bid quickly in the event that the Public Works Trust Fund Construction Loan is approved.

M/S/C approving the preparation of plans, specifications and estimate for the Salt Air Hills Sewer Replacement.

CHANGE ORDER No. 1 TO CONTRACT 06-02 – SUBMARINE OUTFALL:

The Manager said that General Construction has pointed out an error concerning the estimated quantity on bid item #6 of Contract 06-02. He distributed copies of a letter from the contractor to Vanir and portion of the bid form and description of the bid item. The error causes confusion because the description calls for specific work to be done between stations 6+00 to 12+50, but the estimated quantity is off by 200 feet. The contractor, in his letter, claims that this error if left uncorrected would cause him a revenue shortfall. The contractor is requesting a change to the unit price for bid item number 6. The Manager offered an alternate suggestion that bid item could be converted to a lump sum item without consideration for quantity. He said that this would provide a benefit to both parties.

Mr. Grodt said that he does not see why a change is needed. The contract as written and agreed to calls for a specific unit price per foot. The contractor would be paid that unit price for the work called for in that bid item.

Commissioner Koester directed the Manager to request the bid documents used by the contractor to prepare his bid. Commissioner Landon directed the Manager to have the contractor point out the mistake in a face to face meeting with the Engineer and Construction Manager present.

REQUEST TO REPLACE MAGNETIC FLOW METER EQUIPMENT:

The Manager said that there are 6 magnetic flow meters at the treatment plant that are old and no longer supported by the manufacturer. The Department of Ecology requires that these meters be calibrated each year. The existing meters can no longer be calibrated which would be a compliance problem. In order to ensure plant reliability these flow meters should be replaced. He requested authorization to solicit bids for replacement flow meter equipment.

M/S/C approving the request.

REQUEST TO SEAL COAT DISTRICT OFFICE PARKING LOT:

The Manager said that he would like to seal coat the asphalt areas of the District office site. It would extend the life of the asphalt and would look good as well. He requested authorization to accept the proposal dated May 21, 2007, from Stanley Patrick Stripping Company for this work for the lump sum price of \$4,272.00 plus tax. Commissioner Koester questioned the qualifications of Stanley Patrick Stripping Company. He was also doubtful that it is appropriate to pressure wash asphalt as called for in the proposal. He believed that could damage the surface of the asphalt. He said that it would be more appropriate to use a power broom to prepare the asphalt surface to receive the sealant. He directed the Manager to do more research into the proper procedure for the application of asphalt sealant and report back at a future meeting.

**REPORT ON STATUS OF THE SALT AIR HILLS SEWER REPLACEMENT PWTF
CONSTRUCTION LOAN APPLICATION:**

The Manager reported that the Public Works Board has received the District's application for a construction loan for the Salt Air Hills Sewer Replacement project. They received 103 applications requesting over \$503 million. There is approximately \$200 million available this loan cycle. From May to July 2007 PWTF staff will review the applications and determine eligibility and scoring. Later in August PWTF staff will meet with their Board to generate a list of projects to go before the Legislature for approval. If our loan application makes it through the selection process and is approved by the Legislature the District could have a loan agreement by April of 2008.

REVIEW OF OUTFALL PRESS RELEASE:

The Manager distributed copies of a press release he sent to the Highline Times on May 16, 2007 concerning the outfall construction process. He said that there is no guarantee that the newspaper will print the article.

OFFICE MANAGER'S REPORT:

Ms. Ford reported on her attendance at the Annual Springbrook Client Conference in Portland, Oregon. She met with the Sales Department while there, and got on a list for the Version 7 upgrade. Pricing will follow. The upgrade will be scheduled for either 1st or 2nd quarter of 2008.

The Office Manager reported last meeting she attended that she had selected Retail Lockbox for outsourcing of payment processing. While at the Springbrook Conference, she was introduced to another option for payment processing. Further review of the new option is needed before making a final decision on payment processing.

We have signed a contract with DataBar for outsourcing of printing and mailing of our bills. We have been working with the new way of getting the billing files to the company, and will soon start working on re-format of the bill.

Our Billing Clerk will be retiring next week, the plans for her party are underway, as well as designation of her duties.

COLLECTION SYSTEM SUPERVISOR'S REPORT:

Mr. Crahan had nothing to report.

PLANT SUPERVISOR'S REPORT:

Mr. Griffith had nothing to report.

SKIP GRODT'S ENGINEER REPORT:

Mr. Grodt reported on the following:

Outfall Permits – The Steelhead had now been listed as threatened. URS anticipated the listing and included the environmental documentation along with the Orcas in the last submittal to the Corps of Engineers. A check was made with the Corps of Engineers and they concurred that no further work was necessary.

Outfall Construction – Meetings with the contractors continue. The boring portion of the contract is scheduled to start the week of June 11.

COMMISSIONERS COMMENTS:

Commissioner Landon asked for a Resolution to be prepared to clarify how Commissioner compensation is to be handled when a Commissioner represents more than one district. It is his position that a dual Commissioner should receive dual compensation.

Commissioner Hendrickson said that he was impressed by a demonstration of magnetic drives to be used in place of variable frequency drives that he saw at a recent technology committee meeting. He was impressed with the simplicity of the device. He instructed staff to investigate this device more thoroughly.

The next meeting will be June 13, 2007, at the District office at 9:30 a.m. There will be a Commissioners Retreat on June 9 & 10, 2007, at the Enzian Inn in Leavenworth, Washington.

The meeting adjourned at 5:05 p.m.

KEN J. KASE

ATTEST:

GEORGE LANDON -SECRETARY