

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
NOVEMBER 22, 2006**

Commissioners Koester, Hendrickson and Landon were present. Also present: Mr. Grodt, Ms. Ford, Mr. Griffith, Mr. Crahan, Mr. Powell, Ms. Beth Mauch, Mr. Jim Griggs, Ms. Brandi Breaux, and Mr. Kase.

The meeting was called to order by the President at 9:30 a.m.

M/S/C approving the minutes of the Meeting of November 8, 2006.

VOUCHERS:

M/S/C approving Maintenance vouchers #0261016 through #0261070 in the amount of \$56,469.31 including special vouchers #0261017 through #0261024 in the amount of \$7,174.32. Capital Improvement vouchers #0260044 through #0260050 in the amount of \$21,054.67. Board approval of payment of \$29,137.13 for 24 employees for direct deposit of December draw.

LIENS:

M/S/C approving the liens as presented.

RELEASE OF LIEN:

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

DIANE THOMAS'S REQUEST TO WAIVE LIEN AND LIEN RELEASE FEES:

Ms. Thomas did not come to the meeting although she had requested to be added to the agenda. The Board instructed to handle this account the same as any other account and to follow the existing District policies.

STATE AUDITOR'S EXIT CONFERENCE FOR ANNUAL AUDIT OF DISTRICT:

Mr. Griggs distributed an agenda for the exit conference items. He explained to the Board the purpose and scope of the Washington State Auditors Office audit of the District for the year 2005. He explained that as a result of the audit they will generate two reports, The Accountability Audit Report and the Financial Audit Report. He went on to explain that there were no findings, management letters or exit items or recommendations as a result of this audit. The Manager asked Mr. Griggs a specific question about Commissioners compensation. He wanted to know if the annual amount earned by a Commissioner should be considered as either as earned or as paid. Mr. Griggs indicated that the auditor would use the earnings as reported on the Commissioners W-2 to determine earnings for the year.

BID RESULTS FOR THE CITY'S 16TH AVE. IMPROVEMENT PROJECT WHICH INCLUDES A SCHEDULE FOR SEWER REPLACEMENT:

The Manager provided unofficial bid results of the bids the City of Des Moines received for their 16th Avenue South Improvement Project, South 272nd Street to South 260th Street yesterday. The official bid results were not available at the time of this meeting. Schedule B to the City's contract provides for the replacement of over half a mile of sewers within the scope of their contract. The District will be expected to take action regarding this contract at a future meeting.

MEETING SCHEDULE FOR DECEMBER, 2006 / RESOLUTION 2006-19:

The Manager reported that second meeting in December is scheduled to be held very close to the holidays. It would be better if the schedule was modified to allow more time following the holidays to prepare for the meeting.

M/S/C approving Resolution 2006-19, which provides for a change in the regular meeting schedule for the month of December, 2006.

UPDATE OF 2000 COMPREHENSIVE SEWER SYSTEM PLAN IS NEEDED:

The Manager said that the existing Comprehensive Plan of the District was approved in May of 2001. He said that the plan should be updated every six years. He requested authorization to retain the services of a consultant to assist in the preparation of a comprehensive sewer system plan update.

M/S/C authorizing the Manager to retain the services of a consultant to assist in the update of the District comprehensive sewer system plan.

REVIEW OF 10 YEAR CAPITAL IMPROVEMENT PLAN:

The Manager reported that District staff have prepared an updated listing of anticipated capital improvements for the ensuing 10 year period, when they might be needed, and an estimate of the cost of the improvement. Collectively this listing is known as 10 year Capital Improvement Plan (CIP). He presented the CIP to the Board for their perusal.

M/S/C approving the updated 10 year CIP as presented.

REQUEST TO PURCHASE NEW SLUDGE DENSITY METER:

The Manager requested authorization to purchase a sludge density meter to replace the existing one that does not work. He presented information on 3 different brands of sludge density meters and their cost. He suggested purchasing the Mobrey brand meter, which was also the least expensive.

M/S/C approving the purchase of a new sludge density meter as requested.

REPORT ON PRETREATMENT PROGRAM:

The Manager said that in response to the Commissioner Comments from the previous meeting he had Mr. Powell do some research on a potential pretreatment program. A major component of

this program would have to do with the control of FOG primarily from restaurants. Mr. Powell explained some of the things to consider, what the benefits could be and also what some of the neighboring districts are doing. The Board was interested in finding out more details about a pretreatment program and instructed Mr. Powell to prepare a draft resolution and a draft of a pretreatment program that could be discussed at a future Commissioners workshop.

APPRAISAL OF DISTRICT PROPERTY IS IN PROGRESS:

The Manager reported that the field work needed for an appraisal of the District's property has been completed. A report on the results should be available in the near future. This information is helpful to ensure that the District purchases the correct amount of property insurance. This appraisal is offered as a free service as a member of the WGEP.

DISTRICT WEBSITE COMING SOON:

The Manager reported that Lighthouse Consulting has been contacted concerning the development and hosting of a District website. It is expected that a website can be up and running within a month, however it will not be fully developed by that time.

CORDELIA FORD'S OFFICE MANAGER REPORT:

Ms. Ford presented the Board with the yearly "Authorized Signatures of District / Agency for which King County, as Treasurer, issues Warrants" for their signatures.

JEFF GRIFFITH'S PLANT SUPERVISOR'S REPORT:

Mr. Griffith presented a letter of appreciation from several of the treatment plant and collection system employees thanking the Board for their salary adjustment and benefits package for 2007.

WALT CRAHAN'S COLLECTION SYSTEM SUPERVISOR'S REPORT:

Mr. Crahan had no report.

ENGINEER REPORT:

Mr. Grodt reported on the following:

1. Mixing Zone Study – The comments to the mixing zone study have been addressed and have been forwarded to the District and the Port of Seattle for final review. Once the review is completed, it will be sent to the Dept. of Ecology for approval.
2. Outfall Permits – The State Dept. of Fish and Game has revised the Hydraulic Project Approval permit to allow the construction of the outfall to start on July 15 instead of August 1. This start date now coincides with the Corps of Engineers permit start date.

3. Outfall at the Marine View Drive Bridge – The connection of the outfall at the Marine View Drive Bridge has been completed.

The next meeting will be December 13, 2006, at the District office at 9:00 a.m.

The meeting adjourned at 10:47 a.m.

KEN J. KASE

ATTEST:

JACK HENDRICKSON - SECRETARY