

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
SEPTEMBER 27, 2007**

Commissioners Koester, Hendrickson and Landon were present. Also present: Mr. Grodt, Mr. Griffith, Mr. Crahan, Ms. Ford, 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 September 12, 2007.

VOUCHERS:

M/S/C approving Maintenance vouchers #0270783 through #0270824 in the amount of \$44,222.73, including special vouchers #0270783 through #0270786 in the amount of \$8,066.55. Capital Improvement vouchers #0270040 through #0270041 in the amount of \$333,646.04. 2007 Preconstruction voucher #0270002 in the amount of \$36,579.00. Board approval of payment of \$29,097.13 for 24 employees for direct deposit of October draw.

LIENS:

M/S/C approving the liens as presented.

RELEASE OF LIEN:

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

REVIEW OF THE 2007 SECOND QUARTER FINANCIAL STATEMENTS:

The Board reviewed the 2007 second quarter financial statements as prepared by Benson and McLaughlin.

BID RESULTS FOR SWP 2007 A - ASPHALT PATCHING WORK:

The Manager presented the 2 bids received for small works project 2007 A. The lowest bid was from Asphalt Patch Systems.

M/S/C awarding small works project 2007 A to Asphalt Patch Systems.

REVIEW OF PER DIEM POLICY – SECTION 310 OF EMPLOYEE HANDBOOK:

The Manager said that Commissioner Koester had requested a review of the existing per diem policy of the District by the Board. The Board instructed the manager to prepare a revised per diem policy that would allow for the use of a private automobile anywhere within Washington, Oregon, and Idaho. In addition, it is their intention to include per diem for the return travel day following an overnight stay while on District business. The revised policy will be considered at a future meeting.

PLANNING FOR COMMISSIONERS RETREAT 2008:

The Manager said that it would be helpful if the Board would choose a date or a range of dates and also a location where they would like to hold the 2008 Commissioners Retreat. He distributed a list of suggested locations. The Board was not prepared to schedule a date or select a location at this time and this matter will be discussed at a future meeting.

PLANNING FOR DECEMBER EMPLOYEE MEETING:

The Manager said that traditionally an employee meeting is held in December to explain the salary and benefits package for the ensuing year. This meeting is usually held at a restaurant and lunch is provided. In order to schedule a restaurant for this meeting now, the Manager requested authority to provide lunch at the December employee meeting.
M/S/C approving the request.

Other Business:

The Manager reported on the following:

1. King County Investment Pool Memo – The county has halted all new purchases of commercial paper. The county is reducing the percentage of commercial paper in their portfolio as these investments mature. To date the investment pool has not lost any money as a result of their investments in asset-backed commercial paper. In my opinion King County has done a good job of keeping the investment pool members informed and they have also done a good job protecting the value of the pool. A copy of their September 14, 2007 email is available upon request.
2. Developer Extension Projects that require extra attention:
 - A. Blueberry Lane – a proposed 67 lot subdivision that must extend sewers in the vicinity of Des Moines Memorial Drive and S. 200th St. A revised set of sewer extension plans were submitted to the District last Monday. At first glance, it appears that the District's concerns have been addressed. A more thorough plan review is pending.
 - B. James Prasad – This extension of the sewers has encountered numerous problems and the developer has run out of money. I contacted Brian Snure concerning this matter, however a conflict of interest existed and he had to decline advising the District on this matter. He recommended Kam Cayce, an attorney with experience representing other special purpose districts. Mr. Cayce was provided materials concerning this matter and he has given staff advice on how to proceed with this matter.
 - C. Zenith South Area – No new developments since the last report.

- D. Fred Meyer Extension – This sewer extension began construction last Tuesday. All seems to be going well.
3. Ongoing District Projects:
- A. Comprehensive Sewer Plan Update – work continues to get that document finalized.
 - B. GIS Development – Walt is in the process of getting his Wincan and Cityworks software packages tailored to his liking for us as sewer maintenance software. Stan has most of the manholes located with the exception of about 5 manholes. Stan will be attending a seminar on imagery next Tuesday with the possible outcome being a high resolution picture of the District for use on the GIS system.
 - C. (Newman) – North Hill Sewer Extension – Plans have been reviewed by staff and revisions need to be made. This project should be ready to go out to bid soon.
 - D. Salt Air Hills Sewer Replacement Project – Highline Water District has requested that we delay going out to bid until the fall of 2008 in order to facilitate the coordination of our project with theirs.
 - E. 16th Ave. Sewer Replacement – All the pipe is in the ground and is being used. Pulverization of the asphalt streets is set to begin October 13. The current plan is for the District to contribute towards a street overlay in lieu of asphalt trench patch. It is our belief that this will result in a superior product without an increase in the District's share of the project cost.
 - F. Zenith Pump Station Slope Stabilization – No change since last meeting. This is a private project that we are contributing towards. Kathy McKnight got her permits last Tuesday, however her contractor has told her that he is busy and will not start until the end of October (a bad time of year to start). The work is expected to take about 3 weeks to complete.
 - G. Office improvements – District crews have finished painting the dryvit surfaces. The wooden dumpster enclosure remains to be painted.
 - H. Saltwater State Park Pump Station Generator – I spoke with the State Parks official who indicated to me that they would allow the placement of a generator without charging a use fee. I asked him to please put that in writing as it could affect our plans. They had been asking for a \$1,244/month use fee to allow the use of about 50 square feet of space. I had offered to not charge them a high strength surcharge for the trailer dump facility they have in exchange for a waiver of their use fee. The District has already paid a non-refundable \$2,652.25 processing fee to State Parks for them to consider this matter.

- I. SR 509 - I have been pressing the issue of obtaining easements that will be needed to relocate sewers as a result of the extension of SR 509. This issue has been open for some time and WSDOT is responding very slowly. I am concerned that their schedule may be faster than the District can handle without their assistance.
 - J. 48" Outfall Construction – In addition to the details Skip will report on, I have been trying to sort out the Ameron bill with the contractor. I also have been trying to make arrangements for a plant effluent cessation this weekend. I also have been attempting to maximize the restoration of the Des Moines Beach Park, in order to leave the park looking better than before we started construction. I also have been coordinating some plugging and unplugging work needed to redirect the IWS flow into the 48" outfall and out of the 30" outfall. I also made arrangements for some extra fecal coliform testing at the request of the marine biologist. He declined the testing due to the time required for the test results to become available. If everything goes to plan the flow to the 48" outfall could begin as soon as about 5:00 am this Sunday morning. Baseline sampling of the marine sediments in the vicinity of the new outfall diffuser may take place by mid-October.
4. Miscellaneous Items:
- A. I applied for some unclaimed property that the Dept. of Revenue has had since about 1982. I don't know what it is but it is worth over \$100. I think the District name change may have caused this problem. They said that before they can process the application they need an affidavit completed, which I did. I remain curious as to what this will amount to.
 - B. Seaview Apts. Claim – Lorna Bolong, the adjuster assigned to our claim by the WGEP has told me that a company called A-1 had been hired to do the cleanup and construction work. They did demolition and minimal cleaning and sprayed disinfectant on a fairly dirty work site which brought their competency into question. A hygienist was hired to check their work and it was discovered that there were significant problems. A-1 was excused from the job and Superior Cleaning was brought in to do the cleaning work correctly. Following the cleanup work the hygienist was brought back and the property was certified as being clean. 3 bids for the reconstruction work were received and owner was to choose one of the bidders by last Monday, which was not done. The adjuster has not been able to contact the apartment owner. There have been issues with the displaced tenants. They were relocated to a hotel with kitchens that they had requested, but have subsequently requested to be moved because the hotel was so dirty. The displaced tenants have children enrolled in local schools and they want to remain in the vicinity of the schools. There is also a significant language barrier with the tenants and so the services of an interpreter are needed. Lorna speculated that the cleaning and demolition costs would be around \$30,000 and

the reconstruction costs would be approximately \$90,000. Reconstruction is expected to take about 6 to 8 weeks.

CORDELIA FORD'S OFFICE MANAGER REPORT:

Ms. Ford had nothing to report.

TREATMENT PLANT SUPERVISOR REPORT:

Mr. Griffith reported that on Wednesday Sept 26th we were inspected by Richard Pogers of the Puget Sound Clean Air Agency. He found no problems.

COLLECTION SYSTEM SUPERVISOR'S REPORT:

Mr. Crahan reported on the following:

Sewers

1. Informed the Commissioners about a problem with a root cutting operation on 188th & 40th that required digging up the sewer to retrieve the root cutting equipment.
2. The new dump truck cab and chassis has arrived and is getting the dump box installed.
3. Work continues on troubleshooting the TV truck video problems.

Stations

1. Crew is working on installing the new electrical control panel at Saltwater Park Station.

ENGINEER REPORT:

Mr. Grodt reported on the Outfall construction progress. He said that the pipe is all in and the anchors have been set. The contractor is scheduled to cut the flow over to the new outfall this weekend. Once the flow has been cut over, the repair to the old outfall will be made. The contractor is also working on asphalt. Most of the eelgrass has been replanted.

The next meeting will be October 10, 2007, at the District office at 9:30 a.m. There will be a Commissioners Workshop on October 8, 2007, at the District office at 9:30 a.m. There will be another Commissioners Workshop on October 16, 2007, at the District office at 9:30 a.m.

The meeting adjourned at 10:37 a.m.

KEN J. KASE

ATTEST:

GEORGE LANDON -SECRETARY