

**MIDWAY SEWER DISTRICT
COMMISSIONER MEETING
January 14, 2026**

Commissioners Fannin, Bailey, Polhamus, Koester and Sanborn were present. Also present: Mr. Asplund, Mr. Layton, Ms. Ford, Mr. Phelan and Mr. Montieth. We had a guest: Erika Kinno.

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

Consent Agenda:

Consent Agenda items are considered to be routine and non-controversial and are generally approved as a group with one motion. Any Commissioner can remove any item from the Consent Agenda for separate discussion and action. Vouchers audited and certified by the auditing office as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.080 have been recorded on a listing, which was made available to the Board of Commissioners.

Minutes December 23, 2025, Regular Meeting

Additions and Adjustments:

List of additions and adjustments presented to Board for review.

Consent Agenda Resolutions: None

Vouchers:

<u>Fund Name & Number</u>	<u>Warrant Date</u>	<u>Voucher #'s</u>	<u>Amount</u>
Maintenance 11-095-0010	01/14/2026	395830 – 395831	\$17,044.36
Maintenance 11-095-0010	01/14/2026	395832 – 395834	\$111,599.72
Maintenance 11-095-0010	01/14/2026	395835 – 395840	\$64,881.14
Maintenance 11-095-0010	01/28/2026	395841 – 395873	\$117,005.7
Maintenance 11-095-0010	01/14/2026	395874	\$16,845.19
Maintenance 11-095-0010	01/28/2026	50551 – 50556	\$611.66
Cap. Imp. 11-095-3020	01/28/2026	399639	\$3,244.79

Electronic Payments:

<u>Payment Type</u>	<u>EFT Date</u>	<u>Amount</u>
Payroll	01/23/2026	\$ 35,255.00
DRS	01/14/2026	\$ 32,608.43
EFTPS	01/09/2026	\$ 89,095.92

Public Comment:

Mrs. Erika Kinno introduced herself and expressed her interest in the Midway Sewer District and thanked the staff for all they do.

Oath of Office for Elected Commissioners James Bailey and Nick Fannin

Mr. Montieth gave the Oath of Office to Mr. Fannin and Mr. Bailey.

Election of President and Secretary of the Midway Sewer District Board of Commissioners

M/S/C Electing Mr. Bailey President and Mr. Koester Secretary for 2026.

Resolution 2026-01 Approve 2026 Updated Employee Handbook

M/S/C approving the Resolution as presented.

16th Avenue Force Main Construction Management Services Contract Amendment with PACE

M/S/C approving the amendment to the agreement as presented.

Other Business:

Mrs. Ford reported that a correction is needed for the 12/10/2025 minutes.

A voucher was left off.

Warrant Date 12/17/25 Voucher #395804 Amount \$21,647.56.

(payment to US Bank for Credit card usage).

A correction is also needed for the 11/12/2025 minutes.

The numbering was incorrect.

Listed on agenda & minutes as 50539 – 50537; should be: 50537 – 50541

General Manager Report: Provided a brief update on ULID 50.

Office Manager Report:

Karen Sondheim will be retiring at the end of January. She's been with the District since January of 2001.

I'd like to get approval to do a District lunch for her.

M/S/C authorizing a retirement lunch for Karen.

Superintendent Report: No Report

Construction & Engineering Report: Provided a Brief update on the 16th Ave South F.M. Project.

Operations Supervisor Report: No Report

Attorney Report: Not Present

Commissioner Comments: Thanked the staff and wished them a Happy New Year!

Next Meeting:

The next regular meeting will be held on January 28, 2026, at 9:30 am, at the District office. The meeting adjourned at 10:02 a.m.

Attest:

Vince Koester SECRETARY

Marc Montieth