

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
April 28, 2021
Conference Call (206) 568-8200, PIN 319153**

Commissioners Koester, Bailey, Fannin, Polhamus and Sanborn were present, also present were Mr. Layton, Mrs. Ford, Mr. Montieth, Mr. Asplund and Mr. Phelan

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

The agenda for today's meeting was approved without modification.

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: April 14, 2021 Regular Meeting

Vouchers:

<u>Fund Name & Number</u>	<u>Warrant Date</u>	<u>Voucher #'s</u>	<u>Amount</u>
Maintenance 11-095-0010	04-21-2021	392062 – 392064	\$ 31,863.50
Maintenance 11-095-0010	04-28-2021	392065 – 392069	\$ 4,444.41
Maintenance 11-095-0010	05-05-2021	392070	\$ 28,889.29
Maintenance 11-095-0010	05-12-2021	392071 – 392090	\$ 37,389.81
Maintenance 11-095-0010	05-12-2021	50147 – 50162	\$ 1,017.91
Cap. Imp. 11-095-3020	05-12-2021	399173 – 399176	\$ 13,669.81

Electronic Payments:

<u>Payment Type</u>	<u>EFT Date</u>	<u>Amount</u>
Payroll	5/14/2021	\$33,618.13
Dept. of Revenue	4/26/2021	\$19,957.57

Liens & Releases:

List of liens and releases presented to Board for review.

Consent Agenda Resolutions:

M/S/C approving the Consent Agenda as presented.

Ecology Fine for South 260th Pump Station Overflow

The General Manager presented the Department of Ecology's fine of \$21,000.00 for the 260th Pump Station Overflow that occurred last September. A copy of the press release that will be released by DOE was also provided. After a short discussion the board agreed that there will be no need to appeal the fine and it should be paid ASAP.

Amendment No.1 16th Avenue Pump Station Phase II Final Design

M/SC approving the Amendment as presented by the Engineering and Construction Manager.

2021 Consulting Services for WASWD Section IV

M/S/C approving the payment of \$1,500.00 for consulting services for Section IV.

Signatory Accounts Payable Form

All commissioners and necessary staff signed the Accounts Payable Form as required.

North and South Digester Additional Compensation Request

The General Manager informed the board that they are in negotiations for extra compensation for additional work performed by Boss Construction.

Normandy Park Franchise Update

The General Manager informed the board that at the request of the City he and the Office Manger had met with Normandy Park's Public Works Director to discuss the need for a franchise agreement and possible utility tax. The initial meeting was productive and cordial.

PUBLIC COMMENT

None

OTHER BUSINESS:

Mr. Sanborn expressed desire for the district to continue to work on its I&I program. He believes it is still important and although we have and are making upgrades to pump stations and sewer mains that I&I must be delt with. Staff will continue to work on I&I and propose a plan or for a pilot program at an undetermined future meeting.

GENERAL MANAGER REPORT:

Circulated a written report.

Cordelia Ford- Office Manager Report

I wrote a letter to our customers that have a delinquent balance and would usually have been eligible for a lien to be filed. The District is not filing liens during the COVID-19 State of Emergency, and we have not filed liens since March 16, 2020. The letter advised them that they had a delinquent balance. It also stated that we were not currently doing collection activities, the letter was just more of a notice. It also outlined what would happen as the State of Emergency ends. I sent out 337 letters from March 25th to early April.

I checked the list as of April 27th and 90 customers have paid, for a collected amount of almost \$54K.

The CPA's are working on the draft of the 2020 Financial Statements, and will be at our office May 10 – 12th to work on Q1 2021.

Jace Layton- Superintendent Report

No report

Bryan Asplund- Operations Supervisor Report

No report

Ryan Phelan- Engineering and Construction Manger Report

Updated the Board on various construction projects.

COMMISSIONERS COMMENTS:

None

NEXT MEETING:

The next regular meeting will be held on May 12, 2021 at 9:30 am via phone conference and at the office.

The meeting adjourned at 10:21 a.m.

ATTEST:

VINCE KOESTER - SECRETARY

MARC MONTIETH

