

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
February 24, 2021
Conference Call (206) 568-8200, PIN 483643**

Commissioners Koester, Bailey and Sanborn were present, also present were Mr. Layton, Mrs. Ford, and Mr. Montieth, Mr. Asplund was present by phone, also present were Mr. Martinson, Mr. Fannin and Mr. Polhamus.

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: February 10, 2021 Regular Meeting

Vouchers:

| Fund Name & Number | Warrant Date | Voucher #'s | Amount |
|-------------------------|--------------|-----------------|---------------|
| Maintenance 11-095-0010 | 02-24-2021 | 391920 – 391923 | \$ 52,152.57 |
| Maintenance 11-095-0010 | 02-24-2021 | 391924 | \$ 17,445.10 |
| Maintenance 11-095-0010 | 02-24-2021 | 391925 – 391926 | \$ 34,489.89 |
| Maintenance 11-095-0010 | 03-03-2021 | 391927 | \$ 8,384.95 |
| Maintenance 11-095-0010 | 03-17-2021 | 391928 – 391937 | \$ 11,239.63 |
| Maintenance 11-095-0010 | 03-17-2021 | 50140 | \$ 548.67 |
| Cap. Imp. 11-095-3020 | 02-24-2021 | 399152 | \$ 9,030.31 |
| Cap. Imp. 11-095-3020 | 03-17-2021 | 399153 - 399157 | \$ 156,206.23 |

Electronic Payments:

| Payment Type | EFT Date | Amount |
|------------------|-----------|-------------|
| Payroll | 3/15/2021 | \$33,618.13 |
| Dept. of Revenue | 2/25/2021 | \$19,983.15 |

Liens & Releases:

List of liens and releases presented to Board for review.

Consent Agenda Resolutions:

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

Employee Educational Request for Cordelia Ford to attend the Tyler Connect 2021

M/S/C approving the Office Manger's request to attend the Tyler Connect 2021 conference

Value Engineering for the 16th Avenue Pump Station

M/SC approving the General Manger's request to contract with G&O Consulting Engineers to perform value engineering on the 16th Avenue Pump Station Project.

COVID Update

The General Manager informed the board that the district has one staff member that has COVID and is recovering at home.

PUBLIC COMMENT

Mr. Martinson introduced himself and expressed interest in serving as a commissioner.

Mr. Fannin introduced himself and expressed interest in serving as a commissioner.

OTHER BUSINESS:

The General Manager briefed the board on his meeting the Ecology regarding the draft Nutrient Removal Permit.

GENERAL MANAGER REPORT:

Circulated a written report

Cordelia Ford- Office Manager Report

The State Auditor's Office has almost completed their accountability audit of Midway Sewer for 2019. We will be setting an exit conference date in the next week or so.

Karen Sondheim has done some extra work and found 15 accounts that were in the wrong service address cities. Some of the accounts will receive credits to their accounts, and some will be backbilled. I have calculated all the changes, written letters to the customers, explaining the situation, and adjusted the franchise fee spreadsheets for the cities of Des Moines & Kent.

Jace Layton- Superintendent Report

No report

Bryan Asplund- Operations Supervisor Report

No report

Ryan Phelan- Engineering and Construction Manger Report

Not present

COMMISSIONERS COMMENTS:

The Board collectively thanked Mr. Messer, Mr. Fannin, Mr. Martinson and Mr. Polhamus for there interest in serving as Midway Sewer District Commissioners.

Executive Session Per RCW 42.30.110(1)(h) To evaluate the qualifications of a candidate for appointment to elective office.

The President declared executive session for 10 minutes at 10:17 am., an additional 10 minutes was added at 10:27am, an additional 5 minutes was added at 10:37 am. Executive session was ended at 10:42 am

The President called the meeting back to order at 10:42

After executive session Commissioner Koester Made a motion to appoint Mr. Messer and Mr. Martinson to the vacant positions. The motion died for lack of second.

Mr. Sanborn made a motion to appoint Mr. Polhamus and Mr. Fannin. The motion was seconded by Mr. Bailey and passed with Mr. Sanborn and Mr. Bailey voting in favor and Mr. Koester voting opposed. Mr. Fannin and Mr. Polhamus will be given the oath of office at the nest board meeting.

The board requested Mr. Montieth inform all the appointees and applicants of the decision.

NEXT MEETING:

The next regular meeting will be held on March 10, 2021 at 9:30 am via phone conference and at the office.

The meeting adjourned at 10: 49 a.m.

ATTEST:

VINCE KOESTER - SECRETARY

MARC MONTIETH