

LAKEHAVEN WATER AND SEWER DISTRICT
King County, Washington

REGULAR BUSINESS MEETING
January 12, 2017

A regular meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on January 12, 2017 at Lakehaven Center, 31531 First Avenue South, Federal Way, Washington 98003.

President Englund called the meeting to order at 6:00 p.m. and asked Commissioner McClain to lead the flag salute. Members/officials present were as follows:

Leonard Englund	President
Timothy McClain	Vice President
Donald Miller	Secretary
Peter Sanchez	Commissioner
John Bowman	General Manager
Steve Pritchett	General Counsel
Morgan Dennis	Director of Finance/Information Services
Ken Miller	Engineering Manager

Upon motion of Commissioner McClain, which was duly seconded by Commissioner Miller, the Board unanimously **excused** Commissioner Nowicki from the meeting.

APPROVAL OF MINUTES

Upon motion of Commissioner McClain, which was duly seconded by Commissioner Miller, the Board, with Commissioners Miller, Sanchez and McClain voting in the affirmative and Commissioner Englund abstaining, **adopted** the minutes of October 13, 2016, as presented.

APPROVAL OF AGENDA

Commissioner Englund requested to add Information Item #2, French Lake Park Property.

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner McClain, the Board unanimously **approved** the agenda as amended.

CORRESPONDENCE

Commissioner Englund commented on the email received from a customer thanking the four District employees who responded to a service call on Christmas Day. He informed the Board that he followed-up with an email to the four employees, Mike Morrison, Rad Rusimovic, Dan Hemstreet and Jon Kercher, acknowledging and thanking them for their service on Christmas Day.

CONSENT ITEMS

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** the Consent Items as presented below.

1. Side Sewer Repair at 2109 South 380th Street.
2. Utility Management Software License Renewal-Continental Utility Solutions Inc. (CUSI).
3. Payment of the accounts payable and payroll transactions as listed in the consent item with warrant dates of 12/22/16, 12/27/16, 12/28/16, 12/29/16, 1/10/17, 1/11/17, 1/12/17, and ACH Transaction Fees, in the total amount of \$2,962,173.60.

ACTION ITEMS

#1, Redondo WWTP Shoring Wall Repairs/Replacement Project: Ken Miller reported that the next three action items are somewhat similar in that Carollo Engineers was selected by the Team and approved by the Board as the top engineering firm for these projects. After staff reviewed all of the options on this project, the preferred method selected was to secure the shoring wall with tie-backs. When the project is ready to bid, staff will assess the need for construction management support services and return to the Board for review and approval of the additional Construction Management contract scope and budget.

Upon motion of Commissioner McClain, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** the General Manager to enter into a contract with Carollo Engineers in the amount of \$89,374.00 for the Redondo WWTP Shoring Wall Repairs/Replacement Project for final design and support during the bid.

#2, Sanitary Pump Station 33B Project Final Design and Bid: Ken Miller reported that staff has completed negotiations for the final project design and support during the bid. The Scope of Work is included as Exhibit A and the Project Design Budget is included as Exhibit B. When the project is ready to bid, staff will assess the need for construction management support services and return to the Board for review and approval, as this isn't included in the design budget. Mr. Miller reported that this project will require a large amount of time for permit acquisition because of the sensitive area size and large amounts of water on the property. He added that Carollo Engineers has the experience to complete this project and that staff is recommending execution of the contract with Carollo Engineers.

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** the General Manager to enter into a contract with

Carollo Engineers in the amount of \$305,109.00 for the Sanitary Sewer Pump Station 33B Project for final design and support during the bid.

#3, Lakota and Redondo WWTP Odor Control System Evaluation and Improvements: Ken Miller reported both Lakota and Redondo WWTPs' odor control systems were installed in the early 90s. Staff has completed negotiations for the first phase, which includes assessment of the existing odor control systems at both treatment plants to determine viability, coordination with PSCAA, odor sampling at both plants, odor dispersal models and alternatives analysis of available technologies. Discussion was held on the use of certain chemicals and odors that are produced as a result. Mr. Miller reported that when the phase one work is completed, the conclusions and recommendations for both plants will be presented to the Board. The second phase of the project will produce detailed odor control designs for bidding followed by construction.

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Miller, the Board unanimously **approved** the General Manager to enter into a contract with Carollo Engineers in the amount of \$279,240.00 for the Lakota and Redondo WWTP Odor Control System Evaluation and Improvements.

INFORMATION ITEMS

#1, King County Ordinance: Steve Pritchett reported that there has been previous discussions about King County adopting Ordinance No. 2016-0521 that attempts to authorize the collection of compensation for the use of right of way by governmental and private entities using the right of water under a franchise. He provided the Board with an overview of the meeting that John Bowman and he, along with other Washington Association of Sewer and Water District (WASWD) members, attended that was hosted by Cascade Water Alliance to discuss this ordinance. WASWD is soliciting interest among members with King County franchise agreements to challenge the County's authority. The more Districts that join in a mutual agreement for legal services to challenge the ordinance, the less the cost per participant will be. Mr. Pritchett advised the Board that because the District has a stake in this matter, it would be reasonable for the District to participate in these pre-litigation efforts. It was the Boards' consensus to participate in negotiations and help with the expense to pursue evaluation of this ordinance.

#2, French Lake Park Property: Commissioner Englund reported that he would like to continue discussions on possibly purchasing the remaining property at the French Lake Park. Commissioner Englund asked if there was an objection if he and another commissioner asked the City if they would be interested in selling the property. The Board held discussion on intended use for the property and when the use would be needed. Discussion was held on the security of the wellheads from contamination if the site was continued to be used for a dog park. Consensus of the Board was not to pursue discussion with the City about the French Lake property at this time, unless the City was to approach the District about this. Mr. Bowman commented that he

believes the District should keep the opportunity open from the standpoint that if the City were to approach the District, that the District would be open to further discussions on this.

COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner McClain reported on the Federal Way Chamber luncheon and Safety Committee meeting he attended.

Commissioner Miller reported on the Safety Committee and EMAC meetings he attended. Commissioner Miller informed the Board that staff is planning a tour of Camp Murray for some time this year.

Commissioner Sanchez reported that Commissioner Englund, John Bowman and he met this week and went to the Fire Department to discuss possible co-mingling of facilities. He also reported that Commissioner Englund and he met with Rebecca Martin at the Chamber about the Pivotal Partnership. John Bowman handed out a copy of the proposed Letter of Agreement with the Chamber on the Pivotal Partnership.

Commissioner Englund thanked the employees once again for responding to the service call on Christmas Day and commented that he appreciated their dedication. Commissioner Englund reported on the Chamber of Commerce meeting with Rebecca and discussions they had.

STAFF REPORTS

General Counsel: Mr. Pritchett reported that he will be unable to attend the next Board meeting as he will be out of town. He informed the Board of a meeting that he attended with Morgan Dennis and Tom Drake to discuss the net transfer fee against hydrant cost. Mr. Pritchett mentioned that there are approximately 50 street lights that were not transferred and that staff is in the process of contacting property owners to inform them to communicate directly with PSE if they want to continue with their street lights. Lastly, Mr. Pritchett reported that we continue to have some difficulties every month with the newsletters being printed in a timely fashion and that he would like to consider, at some point, going strictly to electronic versions of the newsletter only and not mailing out hard copies.

Commissioner Englund asked the other Board members if there were any changes they wanted made to the current Committee Assignments and none were indicated.

Director of Finance/Information Systems: Mr. Dennis reported that the State Auditors are going to have exit conference to report any findings on Tuesday at 10:00 a.m.

Engineering Manager: Mr. Miller reported that Tim Osborne will be going to Des Moines Council to present on the Wastewater Comprehensive Plan per their request. He

informed the Board that the UV project is going well and that Highway 99 is now under construction from South 356th Street to Highway 99.

General Manager: Mr. Bowman reported on loans for infrastructure and informed the Board that he will be exploring the possibility of bundling some of the District's projects into one.

Mr. Bowman reported that Sean Russell received his Cross Connection Control Specialist certification and that Aavrum Solandros received his Water Distribution Manager 1 certification. He provided letters for the Board President to sign congratulating Mr. Russell and Mr. Solandros on their advancements.

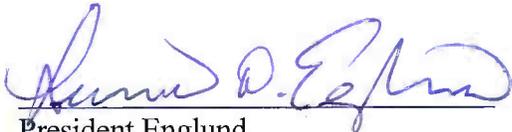
Mr. Bowman informed the Board that Federal Way School District's STEM night is February 23rd and the District will be setting up a booth and participating in this event.

EXECUTIVE SESSION/CLOSED SESSION

At approximately 7:55 p.m., the regular meeting was recessed in order to conduct an executive session pursuant to RCW 42.30.110(1)(i) for the purpose of discussing pending litigation. It was stated that the executive session would last approximately 10 minutes and no action will be taken. At approximately 8:05 p.m., the executive session was adjourned and the regular meeting was reconvened.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 8:05 p.m.



President Englund

Yea Nay Abstain

ATTEST:



Vice President McClain

Yea Nay Abstain

Donald L. Miller
Secretary Miller

✓
Yea

Nay

Abstain

Pete Sanchez
Commissioner Sanchez

✓
Yea

Nay

Abstain

ABSENT
Commissioner Nowicki

Yea

Nay

Abstain