

LAKEHAVEN WATER AND SEWER DISTRICT
King County, Washington

REGULAR BUSINESS MEETING
March 23, 2017

A regular meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on March 23, 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 Miller to lead the flag salute. Members/officials present were as follows:

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

Commissioner Englund reported that Commissioner McClain would arrive late to the meeting.

APPROVAL OF AGENDA

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

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. Payment of the accounts payable vouchers and payroll transactions in the total amount of \$1,285,320.63.

ACTION ITEMS

#1, 2017-2019 Grounds Maintenance Services Contract: Stan French reported that on February 23rd staff presented an Information Item to the Board regarding the need for contract labor to perform various “non-professional” services for seasonable grounds maintenance work. Requests for proposals for the three-year contract were advertised and three bids were received. The low bid was from Evergreen Maintenance Landscaping LLC in the amount of \$49,886.01, however, this bidder failed to submit the required cover letter and references. The amount of the

next lowest bid was received from Go2 Property Services of Tacoma, Washington in the amount of \$98,350.44. Staff completed an evaluation of the bid submittals and determined that the bid from Go2 Property Services is responsive and represents a reasonable hourly rate. The difference from the estimate is due to higher number of work hours included per site. Staff is recommending that the Board reject the bid from Evergreen and award the contract to Go2 Property Services.

Upon motion of Commissioner Nowicki, which was duly seconded by Commissioner Sanchez, the Board unanimously **rejected** the bid of Evergreen Maintenance Landscaping LLC as non-responsive and **awarded** the 2017-2019 Grounds Maintenance Services Contract to Go2 Property Services in the amount not to exceed \$98,350.44, including tax.

#2, Board Meeting Schedule: Steve Pritchett reported that at the March 9, 2017 Board meeting, the Board expressed an interest in having a special workshop meeting to focus specifically on the matter of an I/I program and the necessary steps needed to move forward to implement a program to address I/I.

Upon motion of Commissioner Miller, which was duly seconded by Commissioner McClain, the Board unanimously **set** a special meeting on April 11, 2017 at 2:00 p.m. to discuss steps to implement a program to address I/I.

COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner Sanchez reported on the Insurance meeting Commissioner Miller and he attended.

Commissioner Miller reported on the tour of Camp Murray that Commissioner Nowicki, District staff and he attended yesterday.

Commissioner McClain commented on the higher levels of rain that the Pacific Northwest has been experiencing and recommended to have staff go out and evaluate any damages the District has suffered as a result. Commissioner McClain reported on the WASWD Section IV meeting he attended.

Commissioner Nowicki reported on landslides he has personally inspected and on some of the recent events that have occurred at the Redondo WWTP. Commissioner Nowicki handed out information he picked up at his meeting with the City of Algona.

Commissioner Nowicki also reported on the tour at Camp Murray and asked the Board Clerk to provide copies of the WAIT sheet to the other Board members. Commissioner Nowicki informed the Board that he will be traveling to the WASWD conference on Friday, April 14th only to attend the Bylaws meeting.

Commissioner Englund reported on the Chamber of Federal Way Ambassador's meeting he attended. He informed the Board that he received a call from Mayor Ferrell on Thursday about the landslide on Dash Point Road and short power outage at the Lakota WWTP. He requested that a Personnel Committee meeting be scheduled sometime next week.

STAFF REPORTS

General Counsel: Mr. Pritchett reported that staff at the City of Federal Way asked if the District could help them get the word out to area residents to complete a survey they have on their website about their police services. The Board would like to see what information the City is requesting the District provide to its customers before making a decision.

Mr. Pritchett reported on multiple calls the District received for damage to vehicle tires from a large pothole on 6th Avenue South, a private road, from St. Francis employees who use the road as egress from their parking lot.

Mr. Pritchett informed the Board that the Miller v. Lakehaven motion has been moved to May 9th.

General Manager: Mr. Bowman updated the Board on the Redondo retaining wall work to divert water. Mr. Bowman reported that he did make an emergency declaration for the purchase of a fan unit for the Lakota WWTP and that he will keep the Board updated on this project.

Mr. Bowman went to Alderwood Water and Wastewater District earlier today for a meeting of general managers of water/sewer districts. The meeting included a presentation on financing and a discussion of legislative matters.

Mr. Bowman shared an article in the Seattle Daily Journal of Commerce with the Board, written by James Kuntz, entitled Washington State Slashes Infrastructure Funds.

Mr. Bowman informed the Board that he received an email from the Chamber of Commerce requesting a meeting with the Pivotal Partners on April 4th. He asked if any of the Board members would be interested in attending these meeting. Commissioners Nowicki and Englund expressed an interest in attending. Mr. Bowman will confirm the meeting date and time and inform Commissioners Nowicki and Englund.

Mr. Bowman thanked Commissioner Sanchez for the diagrams of sewer overflows.

Mr. Bowman reported that Andy Glass received his Wastewater Treatment Plant Operator III certification and provided a letter for the Board President to sign congratulating Mr. Glass on his advancement.

EXECUTIVE SESSION

At approximately 7:45 p.m., the regular meeting was recessed in order to conduct an executive session pursuant to RCW 42.30.110(g) for the purpose of discussing performance evaluations of the General Manager and General Counsel. It was stated that the executive session would last approximately 30 minutes and action would be taken when the Board reconvened in open session. At approximately 8:30 p.m., the executive session was adjourned and the regular meeting was reconvened.

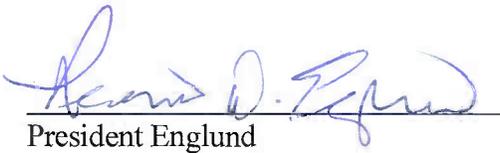
ACTION ITEM:

#3, General Manager and General Counsel 2017 Salary Adjustments:

Upon motion of Commissioner McClain, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** an increase in the General Manager's salary for 2017 of 4.3% and an increase in the General Counsel's salary for 2017 of 4.3%, retroactive to January 1, 2017.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 8:35 p.m.



President Englund

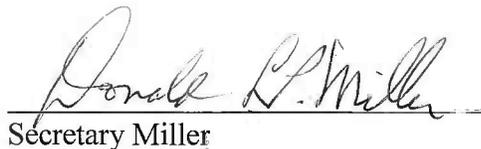
Yea Nay Abstain

ATTEST:



Vice President McClain

Yea Nay Abstain



Secretary Miller

Yea Nay Abstain

Commissioner Sanchez

Yea

Nay

Abstain

Commissioner Nowicki

Yea

Nay

Abstain