

LAKEHAVEN UTILITY DISTRICT  
King County, Washington

SPECIAL BUSINESS MEETING  
April 23, 2009

A special meeting of the Board of Commissioners of the Lakehaven Utility District, King County, Washington, was held on April 23, 2009 at Lakehaven Center, 31531 First Avenue South, Federal Way, Washington 98003.

President Gibson called the meeting to order at 1:30 p.m. and led the flag salute. Members/officials present were as follows:

Charles Gibson	President of the Board
Edward Stewart	Vice President of the Board
Donald Miller	Secretary
Don Perry	General Manager
John Bowman	Engineering/Water Manager
Steve Pritchett	General Counsel

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

APPROVAL OF AGENDA

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

CONSENT AGENDA

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

1. Appointment of Commissioner Miller as Secretary of the Board;
2. District Phone and Data Services Contract Approval; and
3. Microsoft Office & Share point Software Purchase Approval.

ACTION ITEMS

**#1, 2009 Wastewater Treatment Plant Gas Handling Equipment Purchase:** Mr. McCalib reported that the two treatment plants have gas handling equipment that has been in service between 25 to 30 years. Staff evaluated equipment for replacement options and contacted the three vendors that supply items of this nature for digester gas handling equipment. The District received 4 bids, which were broken down per piece of equipment, allowing the District to take the low bidder per designated equipment instead of the whole package being supplied by one vendor. This can provide cost savings to the District. Shand & Jurs, an L&J Technologies

Company, was the lowest bidder for items #1, #2 and #3, and Groth Corporation was the lowest bidder for items #4 and #5, as is reflected in the summary table. The total price of equipment for both plants would cost approximately \$107,792.27. This equipment would be installed by District staff. Commissioner Miller asked what the lifespan of this equipment would be, and Mr. Bowman commented the new equipment would have around a 20-year lifespan.

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Stewart, the Board unanimously **approved** the General Manager to sign a contract for the purchase of the equipment with the lowest bidders in the total amount of \$107,792.27, including tax.

**#2, 2009 Redondo WWTP Baseline Sediment Sampling Study (09-921):** Mr. Wilt reported that in 2003, staff reviewed statements of qualifications and completed a selection process for "Outfall Evaluations/Design Services". Cosmopolitan Engineering Group was selected as the most qualified firm and a contract was executed for the Redondo WWTP outfall in October 2003. The scope of services included three tasks and two of the three tasks were completed. The third task, "Sediment Analysis Plan" (SAP), was not completed because of the pending Redondo outfall replacement project. The Department of Ecology of Department of Natural Resources agreed at the time to delay the sediment sampling work until after completion of construction of the new Redondo Outfall. Construction of the new Redondo Outfall is now complete and the District is now required to complete the sediment sampling. The sediment sampling requirements are slightly different now than they were in 2003. Staff is recommending that the Board authorize the District to enter into a contract with Cosmopolitan Engineering Group for the 2009 Redondo WWTP Baseline Sediment Sampling Study in an amount of up to \$71,464.00 in the form as shown in Exhibit A.

Upon motion of Commissioner Stewart, which was duly seconded by Commissioner Miller, the Board unanimously **approved** the contract with Cosmopolitan Engineering Group for the 2009 Redondo WWTP Baseline Sediment Sampling Study (09-921) in an amount not to exceed \$71,464.00 and authorized the General Manager to execute the contract.

#### INFORMATION ITEMS

**#1, Surplus Property:** Mr. Pritchett reported that this is a list of vehicles, supplies and equipment the District would like to dispose of and send to GSA for auction. He would like to include this as a consent item on the next Board agenda with a resolution declaring these items as surplus. The Board agreed to have this on the next Board agenda as a consent item.

**#2, Draft 2009 Comprehensive Wastewater System Plan:** The March 26, 2009 Draft Comprehensive Wastewater System Plan was submitted to the Board for review. Susan Boyd, Principal Planner, and Beau Schilz, Principal Author/Analyst, of PACE Engineers, Inc. were present to review the Plan with the Board and give brief presentations. Andy Wilt, the Project Manager, was also present.

STAFF REPORTS


**General Counsel:** Mr. Pritchett reported on the letter dated April 17, 2009, from attorney Colette Kostelec, regarding the Village Green Retirement Center claim. Mr. Pritchett also commented on District Customer Service hours of operation and the need to review due to employee shifts. Staff would like to address this with the Board and consider changing the hours of operation to accommodate employees' 8-hour shifts. Mr. Pritchett will put this matter on an upcoming Board agenda as an information item and have the Customer Service Manager, Jean Gardiner, present this matter to the Board.

**Engineering/Water Manager:** Mr. Bowman reported that the District had an earthquake drill on Tuesday and it worked out well for all buildings. He also mentioned that the District is refunding approximately \$120,000.00 in Capital Facility Charges to "The Reserve at Star Lake". They had a previous credit of 72 ERUs and subsequently purchased an additional 45 ERUs that were not required. He also reported that Well 35 made it through the Redondo-Milton Channel aquifer.

**General Manager:** Mr. Perry reported that he and several Board members attended a City of Milton Council Meeting to discuss the City's options on their water system this past Monday night. He also commented on the Nutrient Survey the Department of Ecology was doing and reported that he will be spending some time on this matter since it could have significant implications for the District's wastewater treatment plants.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 3:41 p.m.

  
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President Gibson

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yea	Nay	Abstain

ATTEST:

  
\_\_\_\_\_  
Vice President Stewart

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yea	Nay	Abstain

Donald L.P. Miller  
Secretary Miller

✓  
Yea

          
Nay

          
Abstain

ABSENT  
Commissioner Nowicki

          
Yea

          
Nay

          
Abstain