

LAKEHAVEN UTILITY DISTRICT  
King County, Washington

REGULAR BUSINESS MEETING  
May 14, 2009

A regular meeting of the Board of Commissioners of the Lakehaven Utility District, King County, Washington, was held on May 14, 2009 at Lakehaven Center, 31531 First Avenue South, Federal Way, Washington 98003.

President Gibson 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:

Charles Gibson	President of the Board
Edward Stewart	Vice President of the Board
Donald Miller	Secretary
Ronald Nowicki	Commissioner
Don Perry	General Manager
John Bowman	Engineering/Water Manager
Steve Pritchett	General Counsel
Morgan Dennis	Director of Finance/Information System

APPROVAL OF MINUTES

Upon motion of Commissioner Nowicki, which was duly seconded by Commissioner Stewart, the Board, with Commissioners Gibson, Nowicki and Stewart voting in the affirmative and Commissioner Miller abstaining, **adopted** the minutes of April 16, 2009.

APPROVAL OF AGENDA

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

CORRESPONDENCE

Mr. Bowman handed out a letter he drafted to the Honorable Dow Constantine regarding Lakehaven Utility District's Comprehensive Water System Plan for the Board to review prior to mailing.

CONSENT AGENDA

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

Accounts Payable Vouchers and Payroll Transactions with the warrant dates of 5/5/09, 5/6/09, 5/7/09, 5/8/09, 5/12/09, 5/13/09, and 5/14/09.

**Maintenance Fund No. 11-333-0510**

5/5/09 Voucher no. 16654, total amount of \$218.00;  
5/6/09 Voucher nos. 16655-16710, total amount of \$86,530.24;  
5/12/09 Voucher no. 16733, total amount of \$1,517.58;  
5/13/09 Voucher nos. 16734-16772, total amount of \$52,218.71.

**Construction Fund No. 11-333-3510**

5/7/09 Voucher nos. 16711-16717, total amount of \$402,917.47;  
5/14/09 Voucher nos. 16773-16778, total amount of \$88,017.42.

**Payroll – Fund No. 11-333-0530 05/08/09**

Warrants: \$ 0.00  
Direct Deposits: \$ 196,638.60  
Benefit Warrants: \$ 146,014.47  
(voucher nos. 16718-16732)  
Withholding/FICA \$ 81,431.72  
Total Amount of: \$ 424,084.79

**ACTION ITEMS**

**#1, 2008 - 12<sup>th</sup> Av S & Marine View Drive Water Main Replacement Project – Change Order:** Andy Wilt reported that on October 19, 2008 the Board awarded the 2008 – 12<sup>th</sup> Ave S & Marine View Drive Water Main Replacement Project to RP & Company, Inc. in the amount of \$538,307.40, including tax. The original engineer's estimate was \$995,333.50. A draft of Change Order #2 is attached and there will be a Change Order #3 to compensate the contractor for a large increase in asphalt repair. Discussion was held on the increase in pavement repair costs. Mr. Bowman reported the project is done, and that the District received letters and emails from homeowners reporting how pleased they were with the successful completion of the project.

Upon motion of Commissioner Nowicki, which was duly seconded by Commissioner Miller, the Board unanimously **approved** Change Order #2 in the amount of \$57,035.16 substantially in the form as shown in Exhibit A.

**#2, Mutual Aid and Assistance Agreement for Washington State for Intrastate Water/Wastewater Agency Response Network (WARN):**

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Stewart, the Board unanimously **approved** the WARN Agreement.

Action Item #3 will be heard after the executive session.

## INFORMATION ITEMS

**#1, 2009 Hi-Crest Drive Waterline Project (09-913) – Bid Award:** Andy Wilt reported this project consists of installing approximately 1,950 feet of 8” diameter ductile iron pipe water main. Bids ranged from \$241,278.87 to \$392,628.68, including sales tax. The low bid was offered by Les Russell Construction of Puyallup, Washington. Staff is recommending that the Board move this to an action item and consider accepting the bid from Les Russell Construction in the amount of \$241,278.87, including tax.

Upon motion of Commissioner Nowicki, which was duly seconded by Commissioner Miller, the Board unanimously **amended** the agenda to add **Action Item #4, 2009 Hi-Crest Drive Waterline Project (09-913) – Bid Award; Approval.**

**Action Item #4, 2009 Hi-Crest Drive Waterline Project (09-913) – Bid Award; Approval:** Upon motion of Commissioner Nowicki, which was duly seconded by Commissioner Stewart, the Board unanimously **approved** the Hi-Crest Drive Waterline Project (09-913) Bid Award from Les Russell Construction in the amount of \$241,278.87, including tax.

**#2, Interviews of Board Applicant Finalists:** Commissioner Gibson reported the Board will interview the top three Board applicants in open session. After the interviews are complete, the Board will review the qualifications of applicants in executive session and then come back into open session and appoint a new Board Commissioner.

The three top Board applicants, Thomas Gates, Leonard Englund and Patrick Finney were interviewed individually at 6:30 p.m., 7:00 p.m. and 7:30 p.m., respectfully, by the Board of Commissioners. The following questions were asked of each applicant:

1. What about you and your background, including your education and work experience, would make you a good fit to serve on the Lakehaven Board of Commissioners?
2. What is your view of the relationship the District should have with its ratepayers?
3. Where do you see the District in five years; ten years; twenty years?
4. What do you believe the role of an individual commissioner should be?
5. What do you believe the Board’s role should be?
6. What do you believe the role of District staff should be?
7. What financial policies would best serve the District?
8. What role should the District have with other local public agencies?
9. What is your view of the importance of customer service?
10. If appointed, what would you do to become more familiar with the District and the water and sewer industry?
11. If a customer calls you on the phone and says that the water quality at their residence is poor, how would you respond?
12. If appointed, would you plan to run this year to retain your seat on the Board?
13. Do you have any questions you would like to ask the Board?

EXECUTIVE SESSION

At approximately 8:12 p.m., the regular meeting was recessed in order to conduct an Executive Session for the purpose of reviewing the qualifications of Board applicants. It was stated that the Executive Session would last approximately 20 minutes. At approximately 8:32 p.m., the Executive Session was adjourned and the regular meeting was reconvened.

ACTION ITEMS (Con't)

**#3, Appointment of Board Commissioner:** The Board discussed their preferences for the appointment.

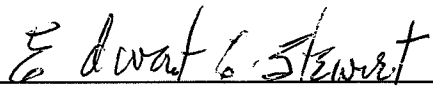
Upon motion of Commissioner Miller, which was duly seconded by Commissioner Stewart, the Board unanimously **appointed** Leonard Englund to fill the open Board position.

ADJOURNMENT


There being no further business to come before the Board, the meeting was adjourned at approximately 8:38 p.m.

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

ATTEST:

 _____	_____	_____	_____
Vice President Stewart	Yea	Nay	Abstain

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

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