

LAKEHAVEN WATER AND SEWER DISTRICT  
King County, Washington

REGULAR BUSINESS MEETING  
March 9, 2017

A regular meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on March 9, 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 |
| Ken Miller      | Engineering Manager                      |

APPROVAL OF MINUTES

Upon motion of Commissioner Nowicki, which was duly seconded by Commissioner Sanchez, the Board, with Commissioners Englund, McClain, Nowicki and Sanchez voting in the affirmative and Commissioner Miller abstaining, **adopted** the minutes of December 22, 2016, as presented.

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner McClain, the Board, with Commissioners Englund, McClain, Miller and Sanchez voting in the affirmative and Commissioner Nowicki abstaining, **adopted** the minutes of January 12, 2017, as presented.

APPROVAL OF AGENDA

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

CITIZEN COMMENTS

Mark Cooper, a retired Biology Professor from University of Washington, addressed the Board about research he is performing to raise awareness about the Pleistocene water deposits as a non-renewable water source of Federal Way. John Bowman provided Mr. Cooper with a

history on the use of ground water, the Regional Water Supply System and the Mirror Lake and Deep Aquifers. Mr. Cooper thanked the Board for their time.

#### CONSENT ITEMS

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

Payment of the accounts payable, payroll and ACH transactions as listed in the Consent Item No. 1 attachments, in the total amount of \$1,480,115.75.

#### ACTION ITEMS

**#1, Resolution No. 2017-1280, Commending Albert Rideaux III:** Commissioner Englund read the resolution commending Albert Rideaux III for his years of dedicated service to the District and its customers. The Board and staff thanked Mr. Rideaux for his years of exceptional service and wished him well.

Upon motion of Commissioner Nowicki, which was duly seconded by Commissioner McClain, the Board unanimously **adopted** Resolution No. 2017-1280, commending Albert Rideaux III for his years of service with the District.

**#2, Street Lighting Proposal – Lake Geneva Lakeshore Est. Addl. Light; Resolution No. 2017-1281:**

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Miller, the Board unanimously **adopted** Resolution No. 2017-1281, proposing a street lighting system for Lake Geneva Lakeshore Est. Addl. Light. and setting a public hearing for April 13, 2017 at 6:00 p.m.

Upon motion of Commissioner Sanchez, seconded by Commissioner Miller, the Board voted unanimously to amend the public hearing time to 6:30 p.m.

**#3, 2016-2019 Civil Engineering, Land Surveying and Construction Management On-Call Services Contract:** Ken Miller reported that at the October 27, 2016 Board meeting, the General Manager and staff were authorized to negotiate a fee schedule with the top ranked engineering firm, KPG, for this contract. The contract is proposed in the amount of \$300,000.00.

Upon motion of Commissioner McClain, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** the General Manager to execute a contract with KPG in the amount of \$300,000.00 for the 2016-2019 Civil Engineering, Land Surveying and Construction Management on-Call Services.

**#4, Infiltration/Inflow (I/I) Project Update and Pilot Project Proposal for 2017:** Ken Miller provided a PowerPoint presentation to the Board outlining items to consider for implementation of the pilot project in 2017. Steve Pritchett proposed setting a special workshop to discuss implementation of the pilot project side sewer and discuss how the Board wants to address public information.

Upon motion of Commissioner Nowicki, which was duly seconded by Commissioner McClain, the Board unanimously **approved** a \$160,000.00 Task for Brown and Caldwell under the existing I/I contract, to start work on the West side of 45<sup>th</sup> Place South, to use CIPP for repairs, and to use CIPP for side sewers of property owners.

#### INFORMATION ITEMS

**#1, Redondo Headworks Screen Rebuild Parts and Service Technician Supervisory Site Visit:** Brian Richardson reported that during a storm event in January, solids material entering the plant caused significant damage to the perforated plate screening equipment. Kusters Water was contacted and a service technician visited to determine the extent of damage and repairs necessary to make the equipment operational. The estimated total cost, inclusive of parts, onsite technical assistance and support, taxes, freight and contingency funds, is \$40,000.00. Staff is requesting that this item be moved to action to facilitate repairs.

Upon motion of Commissioner Nowicki, which was duly seconded by Commissioner McClain, the Board unanimously **amended** the agenda to add **Action Item #6, Redondo Headworks Screen Rebuild Parts and Service Technician Supervisory Site Visit; Approval.**

**Action Item #6, Redondo Headworks Screen Rebuild Parts and Service Technician Supervisory Site Visit; Approval:** Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Nowicki, the Board unanimously **approved** the work under a sole source waiver in the amount of \$40,000.00 for Redondo headworks screen repairs.

**#2, Redondo Anaerobic Digester Cleaning and Inspection:** Randy Martinez reported that the Redondo WWTP anaerobic digester has been in continuous service since the treatment plant was upgraded to a secondary treatment process in 1983. Due the accumulation of grit, rags and other solids, the digester requires periodic cleaning, inspection and maintenance. A draft cleaning specification is attached as Exhibit A for reference. Once the cleaning specification is complete, staff will solicit for bids to clean the digester this summer. The estimated cost for cleaning and disposal is approximately \$130,000.00.

**#3, 2016 Sodium Bisulfite Purchase Contract Change Order 2:** Randy Martinez reported that this change order request is for additional de-chlorination product based on measured usage. Staff now conservatively estimates that an additional 252,000 gallons of Sodium Bisulfite will be needed for both plants; Redondo WWTP through December 31, 2017 and Lakota WWTP through completion of UV System construction slated for July 31, 2017. The

contracted unit price is \$3.083 per gallon inclusive of tax. The total additional cost of the proposed change order is \$777,000.00.

Upon motion of Commissioner McClain, which was duly seconded by Commissioner Nowicki, the Board unanimously **amended** the agenda to add **Action Item # 7, 2016 Sodium Bisulfite Purchase Contract Change Order 2; Approval.**

**Action Item #7, 2016 Sodium Bisulfite Purchase Contract Change Order 2; Approval:** Upon motion of Commissioner McClain, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** the Sodium Bisulfate Purchase Change Order 2 in an amount up to \$770,000.00.

#### COMMITTEE REPORTS/COMMISSIONER COMMENTS

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

Commissioner Nowicki reported that the EMAC Committee meeting was canceled due to weather. He commented that he had a great tour of the Lakota WWTP.

Commissioner Miller reported on the Safety meeting he attended.

John Bowman mentioned that the Camp Murray tour has been scheduled for March 22<sup>nd</sup>. Commissioners Miller and Nowicki will be attending this tour.

Commissioner Sanchez commented on the Monthly Water Quality Report and asked if the dead tree mentioned in the report had been taken down. John Bowman reported that he will check on it and follow-up with Commissioner Sanchez.

Commissioner Englund reported that he attended a Federal Way School Board meeting and urged elementary schools to participate in Lakehaven's calendar contest. He informed the Board that the STEM event at Federal Way High School was a great success. He also reported on the Chamber luncheon and the Park Pals meetings he attended.

#### STAFF REPORTS

**General Counsel:** Mr. Pritchett reported that he was approached by a representative for Highline College asking if the District would be interested in participating in the Highline GALA. It was the Board's preference not to participate.

Mr. Pritchett reported on the WASWD Government Legislative Committee meeting he attended telephonically.

Mr. Pritchett mentioned that the Miller v. Lakehaven motion is scheduled to be heard on March 24<sup>th</sup>.

**Director of Finance/Information Systems:** Mr. Dennis reported that he met with representatives from the State Auditor's Office to discuss the timeliness of the 2015 financial audit. He stated that he was hoping to get commitments from them to get the audits sooner, but they were unable to commit. Mr. Dennis mentioned that the Board may want to consider having an outside accounting firm perform the audits for more timely audits. It was the Board's consensus to get quotes from outside agencies to perform future audits. Mr. Dennis reported that he intends to send out a Request For Proposals for the 2016 Financial statements.

**Engineering Manager:** Mr. Miller reported on the proposals for the Redondo Pump Station received today. He informed the Board that the Lakota Headworks Screens went out to bid and that staff will start on the I/I bids tomorrow. Mr. Miller informed the Board that he will not be at the next Board meeting.

**General Manager:** Mr. Bowman reported that he will be attending a WASWD General Managers' meeting on March 23<sup>rd</sup> in Alderwood and that this group will be meeting approximately three times per year. Mr. Bowman informed the Board that Tacoma Water sent out a letter asking for volunteers to join their Integrated Resource Planning Committee, and that he did volunteer for this and thinks it will be beneficial to see what their consultants are doing for long-term planning/risk analysis.

The Board Clerk reminded the Board and staff of the annual Water Festival being held at Green River Community College on March 29<sup>th</sup>.

#### EXECUTIVE SESSION

At approximately 8:40 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 two potential litigation matters and pursuant to RCW 42.30.110(g) for the purpose of discussing General Manager/General Counsel evaluations. It was stated that the executive session would last approximately 25 minutes and that action was contemplated for the General Manager/General Counsel 2017 Salary Adjustments. At approximately 9:05 p.m., it was stated that the executive session was extended 10 more minutes. At approximately 9:15 p.m., the executive session was adjourned and the regular meeting was reconvened.

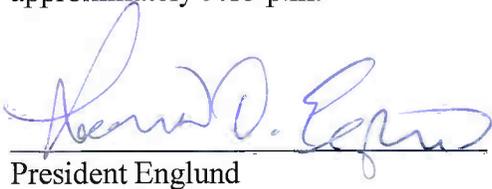
#### ACTION ITEMS (Con't.)

##### **#5, General Manager and General Counsel 2017 Salary Adjustments:**

The matter of salary adjustments was tabled and no action was taken.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 9:15 p.m.

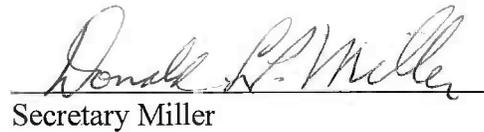
  
\_\_\_\_\_  
President Englund

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