

**MUKILTEO WATER AND WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
REGULAR MEETING**

Minutes of April 2, 2018

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The Regular Meeting of the Board of Commissioners of April 2, 2018 was called to order at the District office by Commissioner Johnson at 3:00 p.m.

**ROLL CALL/  
IN ATTENDANCE**      Commissioners:  
Mike Johnson, Thomas Rainville, Thomas McGrath

Engineering & Legal:  
Eric Delfel (Gray & Osborne)

Staff:  
Jim Voetberg, General Manager; Rick Matthews, Operations/Engineering  
Manager; Kendra Chapman, Administrative Assistant

**APPROVAL OF  
AGENDA**      Motion by Commissioner Rainville, second by Commissioner McGrath to  
approve the agenda as presented. The motion passed unanimously.

**VISITORS AND  
COMMENTS  
FROM THE  
AUDIENCE**      None.

**MINUTES**      Motion by Commissioner McGrath, second by Commissioner Rainville, to  
approve the minutes of the regular meeting of the Board of Commissioners  
on March 21, 2017. The motion passed unanimously.

**CONSENT  
AGENDA**      Motion by Commissioner McGrath, second by Commissioner Rainville, to  
approve the Consent Agenda as presented. The motion passed  
unanimously.

**Vouchers**      Approved Vouchers in the amount of \$508,726.03

<u>Fund</u>	<u>SubFund No.</u>	<u>Voucher No.</u>	<u>Amount</u>
Water Maintenance	740	7186-7207	\$31,160.70
Wastewater Maintenance	840	7186-7207	\$53,349.07
Wastewater Capital	846	7185	\$424,216.26

**Payroll**      Approved Payroll in the amount of \$153,903.30

## **BUSINESS ITEMS**

### **2017 Water & Sewer Improvements Change Order #3**

General Manager Voetberg presented the item noting staff and G&O are continuing to try and close out the 2017 Water and Sewer Improvement project with Strider Construction. He stated the Project included three separate work schedules, two of which the District and Strider are in agreement on. There is disagreement on the final costs for the Lift Station 4 to 12 Bore schedule. Voetberg noted Change Order #3, as presented, represents costs the District believes is due to Strider due to a change in work method from an open trench pipe installation to a jack-and-bore pipe installation. Voetberg added Attorney John Milne has been advising on the matter due to past non-response from Strider.

General discussion occurred.

Motion by Commissioner McGrath, second by Commissioner Rainville to approve Change Order No. 3 to the 2017 Water and Sewer Improvement project and authorize the General Manager to sign the Change Order on behalf of the District including details in the cover letter. The motion passed unanimously.

### **Lift Station No. 9 Relocation**

General Manager Voetberg presented the item for discussion. Voetberg noted the design for upgrading Lift Station No. 9 is scheduled for next year with construction planned for 2020. Voetberg added that since the Lift Station No. 9 force main replacement project is being design this year, the future location of the Lift Station needs to be determined this year. Voetberg noted there are challenges and limitations with relocating Lift Station No. 9 and will likely involve land acquisition from the City of Mukilteo who owns property near the current Lift Station. Maps of the area were presented.

General discussion occurred about site ideas and options.

### **Other Business**

None.

## **ADDITIONAL REPORTS**

### **Management**

#### **General Manager's Report**

General Manger Voetberg reported the City of Mukilteo is exploring the option of a utility tax, excise tax or an increase in the franchise fee. Voetberg added he has contacted Attorney John Milne to ensure any additional tax or fee is in accordance with the Franchisee Agreement with the City.

Mr. Voetberg reported District Staff attended the AWWD wholesale rate meeting and the new rate was set at 1.2592 per ccf representing a 6.3% increase over last year.

Mr. Voetberg reminded the Board the Employee Appreciation Dinner is on April 21<sup>st</sup>.

Mr. Voetberg also reported the District's latest investment which matured on March 28<sup>th</sup> was reinvested at 2.13% for eleven months.

**Capital Projects Status Report**

The Board received the report with no comment.

**Verbal Reports**

Operations/Engineering Manager Matthews reported District employee Roan Dreyer recently received his Cross Control Specialist Certification. Matthews also reported the Paine Field Terminal project plans have been signed and Washington State Ferries has delayed their bid date for the Mukilteo Ferry project until mid-April.

***Engineering***

Engineer Delfel reported the pre-construction meeting for the 62<sup>nd</sup> & 93<sup>rd</sup> PI capital project will be held the following day. Delfel also reported the Lift Station 10 contractor has begun construction the roof on the building.

***Commissioners***

Commissioner McGrath requested moving the July 2<sup>nd</sup> meeting to 4:00 pm instead of 3:00 pm due to a schedule change.

Motion by Commissioner Johnson, second by Commissioner Rainville to move the July 2<sup>nd</sup> meeting from 3:00 pm to 4:00 pm. The motion passed unanimously.

***CONCLUDE***

There being no further business, the President of the Board concluded the meeting at 3:34 p.m.



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President/Commissioner Johnson



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Vice President/Commissioner Rainville



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Secretary/Commissioner McGrath