

**Board of Commissioners
Regular Meeting Minutes
March 15, 2023**

CALL TO ORDER

Commissioner Dixon called the Regular Meeting of the Board of Commissioners on March 15, 2023, to order at 5:00 p.m.

ROLL CALL

Commissioners:

Mike Dixon, President
Mike Johnson, Vice President
Jeff Clarke, Secretary

Staff:

Dave Barnes, General Manager
Kendra Hovis, Executive Assistant/HR Administrator
Andrea Swisstack, Engineering Manager

Legal

Curtis Chambers, Inslee Best

Engineering

Eric Delfel, Gray & Osborne, Inc.

ADDITIONS OR DELETIONS FROM THE AGENDA

None

PUBLIC COMMENT FROM THE AUDIENCE

None

CONSENT AGENDA

Minutes:

Regular Meeting Minutes of March 1, 2023

Vouchers:

<u>Date</u>	<u>Total Amount</u>
3/15/2023	\$1,054,025.15

Motion: Motion by Commissioner Clarke, second by Commissioner Johnson to approve the consent agenda as presented. The motion passed unanimously.

BUSINESS ITEMS

***Award Lift Station 8 Upgrades Project 22-04
Resolution No. 603-23***

Engineering Manager Swisstack presented the item.

Motion by Commissioner Johnson, second by Commissioner Clarke, to adopt Resolution No. 603-23, awarding the Lift Station 8 Upgrade project to Equity Builders, LLC, in the amount of \$1,692,998.44, including applicable sales tax. The motion passed unanimously.

DISCUSSION ITEMS

Puget Sound Nutrient Reduction Program Funding – Grant Acceptance

Engineering Manager Swisstack gave an overview of the funding available for agencies that are under the new permit. Notified Department of Ecology awarded the District funds in July 2022.

General discussion occurred with a consensus for staff to bring the contract for Board approval at the next meeting.

WWTF Outfall Evaluation

General Manager Barnes reported an inspection of the outfall is required as part of the Washington State Department of Ecology permit renewal for the wastewater treatment facility. Barnes noted that the cost was not included in the 2023 Capital Budget, however, staff believes the cost will fit within the existing budget.

OTHER BUSINESS

None.

REPORTS

General Manager Report

General Manager Barnes reported on the following items:

- 2023 Legislative Session Update
- Waste Management Service Agreement

Department Reports

Engineering Manager Swisstack gave a brief update on the Capital Improvement projects.

Executive Assistant/HR Administrator Hovis reported on the following items:

- Website Design Update
- Mukilteo Speedway property listing
- Employee Handbook Update

Legal Report

Attorney Chambers no report.

Agency/Organization Reports


<u>AGENCY/ORGANIZATION</u>	<u>DISTRICT REPRESENTATIVE</u>	<u>NEXT MEETING</u>
Everett Water Utility Committee (EWUC)	Dave Barnes	4/20/2023
Sno-King Water District Coalition	Jeff Clarke & Dave Barnes	4/10/2023
WASWD Board of Directors	Jeff Clarke	3/27/2023
WASWD Government Relations Committee	Jeff Clarke & Dave Barnes	5/11/2023
WASWD Retrospective Program Committee	J.R. Erickson	
WASWD Section III	Jeff Clarke & Dave Barnes	4/11/2023
Water and Sewer Risk Management Pool (WSRMP)	Mike Johnson	3/17/2023
Water Utility Coordinating Committee (WUCC)	Dave Barnes	5/10/2023

Commissioner Reports


None.

ADJOURN

There being no further business, the meeting was adjourned at 5:43 p.m.



 Commissioner Clarke



 Commissioner Johnson



 Commissioner Dixon