

**Board of Commissioners
Regular Meeting Minutes
September 6, 2023**

CALL TO ORDER

Commissioner Dixon called the Regular Meeting of the Board of Commissioners on September 6, 2023, to order at 5:00 p.m.

ROLL CALL

Commissioners:

Mike Dixon, President
Mike Johnson, Vice President

Staff:

Dave Barnes, General Manager
Rick Matthews, Director of Operations & Maintenance
Kendra Hovis, Executive Assistant/HR Administrator
J.R. Erickson, Finance Manager
Andrea Swisstack, Engineering Manager

Legal

Curtis Chambers, Inslee Best

Engineering

Eric Delfel, Gray & Osborne

Motion by Commissioner Johnson, second by Commissioner Dixon, to excuse Commissioner Clarke from the meeting. The motion passed

ADDITIONS OR DELETIONS FROM THE AGENDA

None

PUBLIC COMMENT FROM THE AUDIENCE

None

CONSENT AGENDA

Minutes:

Regular Meeting Minutes of August 16, 2023.

Vouchers:

<u>Date</u>	<u>Total Amount</u>
9/6/2023	\$147,490.53

Benefits:

<u>Date</u>	<u>Total Amount</u>
August 2023	\$98,699.33

Payroll:

<u>Date</u>	<u>Total Amount</u>
August 2023	\$232,724.35

Approve & Authorize

DE 570 Handa Single Family Residence (911 8th St., Mukilteo)

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

BUSINESS ITEMS

Approve CIPP ILA Amendment No. 1 – Alderwood Water & Wastewater District

Engineering Manager Swisstack presented the item, giving a brief overview of the amendment, which includes additional areas identified by staff needing to be relined.

A general discussion occurred.

Motion by Commissioner Johnson, second by Commissioner Dixon, to approve Amendment No. 1 to the Interlocal Agreement with Alderwood Water & Wastewater District regarding the 2023 CIPP sewer relining project and authorizing the General Manager to execute the ILA Amendment on behalf of the District and approve a budget increase of \$60,005.08. The motion passed.

Approve CIPP Change Request No. 1 – Staheli Trenchless Consultants

Engineering Manager Swisstack presented the item, noting that due to Amendment No. 1 to the Interlocal Agreement with Alderwood Water & Wastewater District, the contract with Staheli Trenchless Consultants would also need to be increased to include the additional areas.

A general discussion occurred.

Motion by Commissioner Johnson, second by Commissioner Dixon, to approve Change Order Request No. 1 with Staheli Trenchless Consultants for the 2023 CIPP sewer relining project and approve a budget increase of \$17,020.00. The motion passed.

Approve Lift Station 8 Change Order No. 1

Engineering Manager Swisstack stated that the pumps specified in the project's design phase will not meet the pressure ratings needed for the lift station. Swisstack reported that new pumps have been identified, which require approval of Change Order No. 1 to the Lift Station 8 Upgrade contract.

Motion by Commissioner Johnson, second by Commissioner Dixon, to approve Change Order No. 1 to the Lift Station 8 Upgrade contract with Equity Builders, LLC in the amount of \$117,878.39. The motion passed.

DISCUSSION ITEMS

September 20th Board Meeting

General Manager Barnes requested that the September 20th meeting be canceled due to scheduling conflicts with conferences that are being held the same week.

Motion by Commissioner Johnson, second by Commissioner Dixon, to cancel the September 20th Board meeting. The motion passed.

OTHER BUSINESS

None.

REPORTS

General Manager Report

General Manager Barnes reported on the following:

- Administrative Code
- City of Everett Tolling Agreement
- Surplus Property

Department Reports

Engineering Manager Swisstack had no report.

Finance Manager Erickson had no report.

Executive Assistant/HR Administrator Hovis had no report.

Director of Operations and Maintenance Matthews reported water consumption is down due to cooler weather.

Legal Report

No report.

Engineering Report

No report.

Commissioner Reports

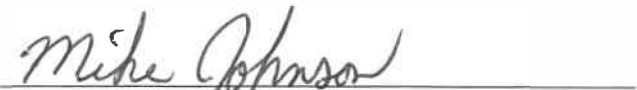
No report.

ADJOURN

There being no further business, the meeting was adjourned at 5:14 p.m.



Commissioner Dixon, President



Commissioner Johnson, Vice President



Commissioner Clarke, Secretary