

**MIDWAY SEWER DISTRICT
COMMISSIONER MEETING
December 11, 2024**

Commissioners Polhamus, Fannin and Sanborn were present. Also present: Mr. Asplund, Mr. Phelan, Mr. Layton, Mrs. Ford, Mr. Snure and Mr. Montieth.

The meeting was called to order by the President at 9:30 am.

Consent Agenda:

Consent Agenda items are considered to be routine and non-controversial and are generally approved as a group with one motion. Any Commissioner can remove any item from the Consent Agenda for separate discussion and action. Vouchers audited and certified by the auditing office as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.080 have been recorded on a listing, which was made available to the Board of Commissioners.

Minutes November 27, 2024, Regular Meeting

Additions and Adjustments:

List of additions and adjustments presented to the Board for review.

Consent Agenda Resolutions:

None

Vouchers:

<u>Fund Name & Number</u>	<u>Warrant Date</u>	<u>Voucher #'s</u>	<u>Amount</u>
Maintenance 11-095-0010	12/11/2024	394956 – 394960	\$ 58,011.23
Maintenance 11-095-0010	12/18/2024	394961 – 394963	\$ 88,299.06
Maintenance 11-095-0010	12/11/2024	394964 – 964966	\$ 21,311.00
Maintenance 11-095-0010	12/18/2024	394967 – 394991	\$ 48,517.20
Maintenance 11-095-0010	12/18/2024	50466 - 50471	\$ 441.89
Cap. Imp. 11-095-3020	12/18/2024	399567 – 399569	\$657,044.60

Electronic Payments:

<u>Payment Type</u>	<u>EFT Date</u>	<u>Amount</u>
Payroll	12/30/2024	\$142,038.31
DRS	12/13/2024	\$ 41,030.02
EFTPS	12/30/2024	\$ 72,486.23

Public Comment:

None

Resolution 2024 11 Acceptance of DE Contract 2022-02 Bridgepoint Sewer Extension

M/S/C Approving the resolution as presented.

Des Moines Creek Wastewater Treatment Plant NFPA 820 Compliance Improvements

Scope and Budget

M/S/C Approving the scope and budget as presented by Mr. Montieth.

Ten Year Capital Improvement Plan

M/S/C Approving the Ten-Year Capital Improvement Plan.

Other Business

Commissioner Koester requested that Mr. Montieth make a formal request to the Board to approve his absence at today's meeting. After a lengthy discussion the board approved his absence.

General Manager Report:

No Report

Office Manager Report:

The Department of Retirement Systems Compliance Assessment has completed. There are a couple of corrections I need to make, but overall it went well. Part of the assessment outcome was to inform the Board members that they are eligible to enroll in the DRS retirement system. To qualify for service credit, they will need to enroll, and also earn a minimum of \$1,499.40 per month. Once they've earned the amount, they pay the employee portion of 6.36%, and the District would pay the employer portion of 9.11%. She distributed the "Application for Membership as an Elected or Appointed Official" to all 5 Board Members.

The State Audit is still ongoing. We meet virtually every week to go over questions. They had sent me questions on each of their testing areas (Billings & Adjustments, Cash Receipting, Credit Cards, EFT Documentation, Payroll, Small & Attractive Assets & System Conversion). I've answered all the questions, so we meet to clarify, and they utilize that information to focus their testing.

King County has provided me a short "blurb" to put on the bills, starting January 1st.

City of Burien's Utility Tax increase to 10% will also take effect January 1st.

Superintendent Report:

Not Present

Construction & Engineering Report:

No Report

Operations Supervisor Report:

No Report

Attorney Report:

- 1 delinquent customers in bankruptcy
- 5 delinquent customers in foreclosure all stayed by payment agreements
- 4 delinquent customers pending foreclosure
- 7 delinquent customers with payment agreements pre foreclosure
- 2 delinquent customers subject to trustee sales

Commissioner Comments:

Commissioner Sanborn requested approval for his absence at the next. meeting.

Next Meeting:

The next regular meeting will be held on December 20, 2024, at 9:30 am, at the District office.
The meeting adjourned at 10:07 a.m.

Attest:

Scot Sanborn SECRETARY

Marc Montieth