

**MIDWAY SEWER DISTRICT
COMMISSIONERS MEETING
JANUARY 26, 2022
CONFERENCE CALL (206) 568-8200, PIN 303811**

Commissioners Koester, Fannin, and Polhamus were present, also present by phone were Commissioners Bailey and Sanborn. Also present were Mr. Layton, Mr. Montieth, Mr. Asplund, Mrs. Ford, Mr. Phelan, Mr. Kelly and Mr. Ardrey

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

The agenda for today's meeting was approved without modification.

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: January 12, 2022 Regular Meeting

Vouchers:

<u>Fund Name & Number</u>	<u>Warrant Date</u>	<u>Voucher #'s</u>	<u>Amount</u>
Maintenance 11-095-0010	01-26-2022	392672 – 392683	\$ 66,082.93
Maintenance 11-095-0010	02-09-2022	392684 - 392705	\$ 73,431.32
Cap. Imp. 11-095-3020	02-09-2022	399259 – 399264	\$ 82,044.08

Electronic Payments:

<u>Payment Type</u>	<u>EFT Date</u>	<u>Amount</u>
Payroll	2/15/2022	\$27,508.13
Dept. of Revenue	1/25/2022	\$12,564.68

Liens & Releases:

List of liens and releases presented to Board for review.

Consent Agenda Resolutions:

M/S/C Approving the Consent Agenda as presented.

PUBLIC COMMENT

None

Update Puget Sound General Nutrient Permit, Rick Kelly PE, PHD, Brown and Caldwell

Mr. Kelly provided a thorough update on the Puget Sound General Nutrient Permit and the District's current position and what we can expect moving forward.

Ross Ardrey Northwest Management Introduction and Update Salary Survey

Mr. Ardrey introduced himself and provided the board with his plan for moving forward with the salary survey. He engaged the board and requested questions and any input they might have. The board thanked him and wished him luck with his project and looked forward to receiving his report.

Award Construction's Settlement Offer

M/S/C approving the settlement offer as presented.

OTHER BUSINESS:

The General Manager informed the board that staff had discovered a catch basin that had been illegally installed many years ago on the edge of the beach. It was not only draining private property it was draining Puget Sound during high tides. The catch basin had been plumbed to the side sewer at 25635 Marine View Drive. The house was owned by Mr. Todd Quinn at the time the connection was made. The location of the catch basin is directly South of Saltwater State Park. Upon discovery the connection was plugged and will be dug up and permanently capped. The General Manager thanked Mr. Phelan and Mr. Layton for their and their staff's efforts to find these illicit connections. This connection alone is believed to have likely caused several sewage overflows over the past decade.

GENERAL MANAGER REPORT:

Circulated a written report.

Cordelia Ford- Office Manager Report

I and my staff have mailed out letters to all customers with delinquent balances and gave them until 1/28/22 to either pay the balance or contact the District to setup payment arrangements. On February 1st, we will check the list again and file liens against the customers from the list that are unpaid and do not have a payment agreement. The number of customers on the list is 225 currently.

The number of liens we currently have filed is at an all-time low of 77 liens on 46 customers.

I have been contacted by the State Auditor's Office, and they have offered to start doing bi-annual audits, instead of the current annual audits. There are pros and cons to the move, but I

would like approval to go ahead and move to a bi-annual audit. Plus it will save the District some money.

Dave & Eric from Clifton, Larson Allen will be here the week of February 7th, working on the 2021 financial statements.

Jace Layton- Superintendent Report

No Report

Bryan Asplund- Operations Supervisor Report

Plant staff along with assistance from Collection Crew staff will be conducting a shut down of the entire plant to install a new main feeder breaker.

Ryan Phelan- Engineering and Construction Manger Report

Circulated written report

COMMISSIONERS COMMENTS:

The board thanked staff for the efforts in finding the illegal connections.

Mr. Sanborn asked that the district research Todd Quinn's other properties he may have owned in the past and see if there are any other issues related to illicit connections to the sewer system.

Mr. Koester inquired about the General Manger not driving a district vehicle back and forth to work and thought that the district should purchase an AWD electric vehicle for that purpose and look into the installation of a charging station.

NEXT MEETING:

The next regular meeting will be held on February 9, 2022 at 9:30 am via phone conference and at the office.

The meeting adjourned at 10:49 a.m.

ATTEST:

NICK FANNIN - SECRETARY

MARC MONTIETH