

**MIDWAY SEWER DISTRICT  
COMMISSIONERS MEETING  
JANUARY 13, 2021  
Conference Call (206) 568-8200, PIN 450621**

Commissioners Koester, Bailey and Sanborn were all present. Also present were Mr. Asplund, Mr. Layton, Mrs. Ford, Mr. Montieth and Mr. Snure and Mr. Shane Young were Present by phone.

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

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:** December 23, 2020, Regular Meeting

**Vouchers:**

<u>Fund Name &amp; Number</u>	<u>Warrant Date</u>	<u>Voucher #'s</u>	<u>Amount</u>
Maintenance 11-095-0010	1/6/21	391805 – 391809	\$ 8,407.50
Maintenance 11-095-0010	1/13/21	391810 – 391815	\$45,529.54
Maintenance 11-095-0010	1/27/21	391816 – 391857	\$69,405.92
Maintenance 11-095-0010	1/6/21	50128	\$ 174.00
Maintenance 11-095-0010	1/27/21	50127; 50129 – 50135	\$ 1,453.52
Capital Imp. 11-095-3020	1/27/21	399138 – 399143	\$1,246,129.44

**Electronic Payments:**

<u>Payment Type</u>	<u>EFT Date</u>	<u>Amount</u>
Payroll	1/29/2021	\$
Payroll Tax	1/29/2021	\$
Dept. of Retirement	1/13/2021	\$

**Additions and Adjustments:**

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

**Consent Agenda Resolutions:**

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

### **Election of Officers**

M/SC Nominating Scot Sanborn President and Vince Koester as Secretary

### **Extension of Family First Coronavirus Family Relief Act**

M/S/C Approving the Extension of the Family Frist Coronavirus Family Relief Act as presented

### **Tacoma Lawsuit with Department of Ecology**

The General Manager and Mr. Snure updated the board on the City of Tacoma's lawsuit against the Department of Ecology regrading the State Administrative Procedure Act with regards to rule making.

### **Sign Approved Resolution 2020-09**

M/S/C To sign the Resolution approved at the December 23, 2020 commissioners meeting.

### **Vacant Commissioner Positions**

Mr. Koester requested that the General Manager prepare an application for interested parties to submit to the board for review.

### **OTHER BUSINESS**

Scot Sanborn took a moment to recognize the passing of Commissioner Hendrickson and asked the board if they had anything they wanted to share. Mr. Bailey Expressed how much he appreciated Mr. Hendrickson as a commissioner and a friend. Mr. Koester shared a story of seeing and talking to Jack on New Years Eve and how he appreciated that opportunity.

### **GENERAL MANAGER REPORT:**

The General Manager distributed his written report on his recent activities.

### **CORDELIA FORD'S OFFICE MANAGER REPORT:**

The City of Burien has imposed a utility tax of 8% that started 1/1/2021. Our CPA has calculated our bill amount at 8.14%, which is what we will be billing the customers. We will remit the 8% to the City of Burien monthly, like we do with Des Moines & Kent. I expect a lot of calls from customers once those bills start going out.

January is a busy month, with processing W-2's, quarterly and year-end reports. W-2's have been completed, along with the 1099's and 1098's for 2020.

The payroll information is not on the report today, due to our software company delay in updating the 2021 tax tables. The tables have finally been updated and I hope to have payroll completed by the end of the day today.

The State Auditor's Office has begun their accountability audit of Midway Sewer for 2019. Our auditor is Jennifer Ramos this year. She has requested a Board Member be available for a risk assessment questionnaire, along with the General Manager. I am

### **JACE LAYTON'S SUPERINTENDENT REPORT:**

January weather has not been kind to us. We experienced two different overflow events. On Jan 2<sup>nd</sup> we overflowed at 1216 S 256<sup>th</sup> St an estimated total of 1500 Gallons, also on the 2<sup>nd</sup> at 25139 11<sup>th</sup> Ave we overflowed an estimated total of 83,000 gallons.

On Jan 12<sup>th</sup> we overflowed at two locations as well. 25139 11<sup>th</sup> Ave S which is a usual suspect for an estimated total of 36,000 gallons, also on an easement behind 1349 S 251<sup>st</sup> St an estimated total of 31,500 gallons. This second location overflow was due to one of siphon lines that feeds to 16<sup>th</sup> Ave pump station was plugged. We had flushed these siphon lines back on 12/22/2020 to ensure that they were performing at their optimal ability and they were. We were not able to ascertain what was blocking the line, but we did promptly restore full function of the line once the blockage was discovered.

Both events were reported to the appropriate entities. All affected areas were cleaned, signs are posted where required and ongoing water quality sampling is being done until we achieve acceptable results.

Commissioner Koester thinks the district should look into targeting the problem areas and providing additional information on illegal sump pumps and illicit connections.

### **RYAN PHELAN'S CONSTRUCTION AND ENGINEERING REPORT:**

Not Present

### **BRYAN ASPLUND –OPERATIONS SUPERVISOR REPORT**

Bryan Asplund commented that the Plant crew has been quite busy, but we are managing well! Contractor Stellar J has broken ground on our new third Secondary Clarifier project. We are still having issues with our Primary Clarifier #2. Our design engineer G&O, contractors Source Electric, TEK construction and clarifier mechanism supplier Brentwood are working together to resolve our ongoing SMM fault we keep experiencing with the basin. Due to our recent storm events we had very high Influent flows, but our crew worked hard hours and maintained our discharge permit requirements without any violations. Good job everyone.

### **BRIAN SNURE'S – ATTORNEY REPORT**

Expressed his sympathy for the loss of Commissioner Hendrickson

**PUBLIC COMMENTS:**

Mr. Young expressed is sympathy for the loss of Commissioner Jack Hendrickson

**COMMISSIONERS COMMENTS:**

The Board thanked the District staff for all their hard work during the recent storm events.

**NEXT MEETING:**

The next regular meeting will be held on January 27, 2021, at 9:30 am, at the district office and via conference call.

The meeting adjourned at 10:22 a.m.

ATTEST:

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SCOT SANBORN - SECRETARY

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MARC MONTIETH