

SACHEEN LAKE WATER & SEWER DISTRICT

January 7, 2015

Location: Sacheen Fire Station

C/Johnsen called the meeting to order at 1:00 pm with the pledge. Commissioners Johnsen, and Pearman were in attendance. Third Commissioner position is unfilled. DM/Pearman and Kevin Koesel from Sewell Engineering were also in attendance.

-C/Pearman reviewed the meeting agenda.

The minutes of the December 2, 2015 meeting were approved.

ENGINEERING REPORT/PROJECT UPDATE: Kevin Koesel

Construction Progress Update and Upcoming

Bid Schedule A 99% Complete

-Contractor has demobilized the job trailer and 2 storage trailers

-All crushed rock has been removed

-Equipment start up and training on aerators, irrigation pumps and fine screen

-Electrical contractor finishing pulling wire yesterday to the aerator.

-Need to finish electrical controls. Rep should be out next week to start up

-There is an issue on the aerator motors as the ones installed do not have thermal protection per specification.

The manufacturer has proposed some solutions but this is holding up substantial completion. At present this issue does not impact us as we cannot run the aerators until there is 4' in the lagoons, but as there is liquid in all three lagoons, getting to them is an issue.

Bid Schedule B 100% Complete

-Back-up generator has been started and tested

Bid Schedule C 100% Complete

Change Orders

CO 18-A Majority of the cost of this change order is for the MCC and power panel to add spares in the amount of \$10K. Total cost \$11,410.36

Mt. View Estates Update:

-Finalizing agreement for easement but it is yet written or signed.

-Met with ECY to look at options:

1. Accept total offer and move ahead

2. Accept only the preconstruction funding off \$75K (\$37.5 loan \$37.5 grant). We could reapply for the construction portion in the fall and possibly qualify for more grant as it would not really be an extension of the current project. The application might also score better as would get points for readiness to proceed with fine-tuned numbers.

3. Table the project until later and reapply at a later date.

-Likely would take about 90 days to construct

-Our current debt could help prove the need for additional grant money

C/Pearman MM to give Sewell and DM/Pearman the determination to proceed with the request to accept ECY funding for Mt. View.

C/Pearman withdrew his motion completely.

-We need to find out the timeline for repayment if only the preconstruction portion is to be used. Would the \$37,000 need to be repaid within one year of design completion?

C/Pearman MM to approve change order 18A in the amount of \$11,410.36. C/Johnsen seconded the motion and the motion was unanimously passed.

OPERATOR'S REPORT: Nathan Johnson

- Some of his time was spent as supervisor at the treatment site
- Went into Newport and did some lab testing training with the Newport operator. Also toured the plant
- ID tags have been applied to control panels through Reeds Landing
- Worked with Rep to put lift station generator on line and testing
- There have been a few service calls, mostly needing education. Do not turn power off when the alarm sounds, use the button on the bottom to silence it. If the light does not go off in 1-2 minutes, call Nathan
- A lot of time has been spent snow plowing to make sure there is access to areas needed.
- Service generator was purchased and is ready to go.
- Going to DL about once a week to train with them.
- Would like to be able to qualify to test in March for the WWTO in training

DISTRICT MANAGER'S REPORT: Sheila Pearman

- Salary Clearing for November presented for signature.

General Fund for November

Hours for December

District Manager 101

Nathan Johnson 157.5

9 vouchers were presented for payment from the General Fund totaling \$6,463.24

16-01	PO County Auditor	\$234.00
16-02	S&L Underground	\$250.00
16-03	George Weisbarth	\$125.00
16-04	Nathan Johnson	\$659.66
16-05	American Tree Svc	\$1614.00
16-06	POVN	\$350.00
16-07	Sheila Pearman	\$2697.47
16-08	City Service Valcon	\$457.11
16-09	PO County Auditor	\$76.00

4 vouchers were presented for payment from the LID totaling \$126,335.43

LID 16-01	CNI	\$22,776.02
LID 16-02	CNI	\$20,589.95
LID 16-03	JAS	\$25,134.46
LID 16-04	S&L	\$57,835.00

-DM/Pearman notes that LID 16-01 reflects the change order amount from voucher LID15-62. That voucher was reduced to \$140,090.00 as ECY initially had issues with change order 17-A (\$22,776.02).

COMMUNICATIONS:

- Letter of resignation was received from Commissioner Garrett effective December 31, 2015.
- Holiday Greetings received from Sewell Engineering and S&L Underground
- November issue of WASWD Pipeline
- Notice of receipt and issuance of temporary State Waste Discharge Permit (SWDP) from Ecology.

- DM/Pearman set up a PO Box (#311) in Newport for bill payments and security. The intent is to pick up the payments and go directly to the court house to reconcile and deposit check to the County. Intent is to target the 15th of the month to get invoices out. C/Johnsen notes the Boards support for this process.
- DM/Pearman notes that she has had comment about the meeting times being during business hours. Board discussed meeting attendance and felt that there was no need to change times.

-DM/Pearman received paperwork from Enduris to add property to our coverage. She will work with Kevin to put together requested information and return to Enduris

-C/Pearman presented SWP-P06 regarding employee compensation for discussion and review.

C/Pearman MM to approve SWP-P 06, C/Johnsen seconded the motion and the motion was approved.

-DM/Pearman presented information on insurance coverage received from County and the additional coverage that Nathan could possibly receive by going through Washington Health Care.

ACTION REGISTER REVIEW:

-Working on old ones and new ones added tonight.

PUBLIC COMMENT/QUESTIONS:

-J. Johnsen showed the updated SLA website, it will be an “interactive” site

-J. Short asks if the District policies will be on the site. Jerry will work on putting the policies on the site.

She also asks how the Mt. View project will affect Phase I. We are still looking at the numbers to see how it will work.

-D. Beyersdorf questioned how the days were charged for the O&M on the first bill. It was done by number of days.

The next regular board meeting will be February 3 at 3 pm.

Meeting was adjourned at 2:45

Sheila Pearman, District Manager