

SACHEEN LAKE WATER & SEWER DISTRICT

December 2, 2015

Location: Sacheen Fire Station

Commissioner Garrett called the meeting to order at 3:01 pm with the pledge. Commissioners Johnsen, Garrett and Pearman were in attendance. DM/Pearman and Kevin Koesel from Sewell Engineering were also in attendance.

C/Garrett reviewed the meeting agenda.

C/Pearman MM to approve the minutes of November 4 meeting, C/Garrett seconded and the motion was unanimously approved.

ENGINEERING REPORT/PROJECT UPDATE: Kevin Koesel

Construction Progress Update and Upcoming

Bid Schedule A 98% Complete

- Schedule A is the only part of the project that has much work left.
- Modifications have been made to the access road
- Hydro-seeding is complete
- PUD has hooked up power and power is working
- Electrician is pulling wire and hooking up equipment
- Start up training is scheduled with equipment reps to teach monitoring and maintenance the week of the 14th
- Still working on removal of crushed rock
- Finishing minor issues in the irrigation laterals, some caps and heads are missing
- Kevin feels that the removal of the crushed rock will be one of the last things to be done. The rock removal was a requirement from day one.
- The well pump was installed the other day. It is wired in but still not operational.
- The last of the slash pile has been burned.

Bid Schedule B 99% Complete

- Lift station control panel has been installed. PUD should energize next week
- Equipment reps also out week of 14th
- Substantially complete, only thing left is hooking up and testing generator

Bid Schedule C 100% Complete

- No one is left to start up. All lots on the map are now yellow. Installation of 275 pumps and service lines as well as site rehab is complete.

Change Orders

CO 17-A Has multiple elements, rock segregation, bedding sand, increase in hydro-seed, etc. in the amount of \$26,537.95

C/Garrett MM to approve CO 17-A, C/Johnsen seconded the motion and the motion was unanimously approved.

Mt. View Estates Update:

- Discussion continues for easement with the Hutchinson family, presently waiting for them. They have concern about what the impact will be on their property taxes and the fact that they are out of District.
- Would appear there would be 14 homes for connections and 8 stubs
- With ECY budget it would appear that rates for Phase II would be about \$15/month higher than Phase I
- We might consider waiting a year or so and reapplying as it might be able to qualify for more grant funding

-Will check with Cynthia Wall about extension and whether the project requires rebid or we can extend S&L contract.

-DM presented information on Health Insurance that the County provides that the District can piggy back on. Three levels with the lowest cost being the basic with a \$3,000 deductible at a cost of about \$455. C/Pearman notes that he would like to see us stay on par with what Diamond Lake offers their operators. Going with the County plan would be efficient and would also make sure we are insuring.

C/Garrett MM that we adopt the basic County insurance plan for our employee and revisit each year. C/Pearman seconded the motion and the motion was unanimously approved.

-The Board has yet to determine how we will calculate other benefits, look further into Diamond Lake's policies.

- District enrollment into the PERS system was discussed. Once the District is a member, all employees that qualify (70) hours per month must be included. District cost currently is 11% but adjusts per state.

PUBLIC HEARING/BUDGET

-The hearing began at 3:30 with description of process

-DM/Pearman presented the proposed budget to the Board

Board Comments/Questions

-Comment that we need to make sure there is no lapse of insurance coverage from contractor to District. Send certificates of completion to Enduris to cover our assets.

Comments:

-J. Short asks if we should deposit our carry over funds into a CD to collect interest. No as timeline for funds are short term. They could be deposited in the investment pool, but again they are so fluid, not likely to be a benefit.

-R. Prange questions whether we need to have a treatment operator full time yet. Nathan acts as the maintenance tech as well as operator.

-D. Swimelar comments that having operation & maintenance for the sewer as well as the voted M&O is confusing.

-D. Kanyer

C/Garrett MM to approve the General Funds Budge for the voted M&O. C/Johnsen seconded the motion and the motion was unanimously approved.

-C/Garrett notes that he would like to see the two different M&O funds kept separately.

Comments called for three times.

C/Pearman MM to close the budget hearing. C/Johnsen seconded the motion and the motion was unanimously passed.

OPERATOR'S REPORT: Nathan Johnson

-Has begun installation of ID tags on the front of control panels

-Working on tooling up. Some items can wait a bit but some are needed immediately

-During power outage had one call for service.

-Has been inspecting the hydro-seeding being done at the treatment site

DISTRICT MANAGER'S REPORT:

-Salary Clearing for October presented for signature.

General Fund for November

Hours for October

District Manager 93

Nathan Johnson 116

7 vouchers were presented for payment from the General Fund totaling \$3,894.98

15-34 Newport Miner \$ 77.63

15-35	Department of Revenue	\$130.74
15-36	Nathan Johnson	\$444.56
15-37	George Weisbarth	\$ 75.00
15-38	Foster Pepper	\$ 72.00
15-39	S&L Underground	\$250.00
15-40	Sheila Pearman	\$2,845.05

3 vouchers were presented for payment from the LID totaling \$221,289.61

LID 15-61	DOT	\$ 136.47
LID 15-62	CNI (Sched. A)	\$162,866.03
LID 15-63	Sewell	\$ 58,287.11

-Working on setting up billing. Would like to have bills out on the 15th. As was previously decided, the first billing would be solely for O&M retroactive to property's connection to system.

-Jerry Johnsen presented update on the SLA website. POVN's system update does not support the old language. Most of site visits are to the sewer portion. POVN is in the process of putting the site information into updated format and should be done by next week or so. He requests that the District assist in the cost of the upgrade

C/Pearman MM to pay up to \$400 for the upgrade and maintenance of the SLA website. C/Pearman withdrew his motion.

C/Pearman MM to pay up to \$400 to pay for the system upgrade, but that maintenance remain the responsibility of the SLA. Payment to be made when upgrade is complete. C/Johnsen seconded the motion and the motion was unanimously approved.

COMMUNICATIONS:

PUBLIC COMMENT/QUESTIONS:

-D. Swimelar asks where the change order signed tonight comes into play in our charges. This change order cost was included in the fees presented last month.

Also asks if the additional project costs above the original LID estimate are due to mismanagement or hiding of costs. Eric Eldenburg noted that there were many changes to the original plans when the estimate was done such as sharing electrical and grinders, addition of the lift station and the underdrain. Dave says he feels due diligence was not done.

-R. Prange points out that part of the costs that Dave noted were O&M costs

-J. Johnsen notes there were also changes from serving the whole lake to part lowering the number of connections to pay the cost.

-J. Short asks if not having Mt. View area included could still be causing water quality impact could be proven, the state might force them to be served.

-R. Prange says he is part of the PERS system. He strongly recommends we look into using all employees as part time to avoid paying benefits. Look at part time bookkeeper and manager.

-D. Kanyer asks if there is a procedure in place for power outages. Nathan answered that the District has a generator for that purpose. She also feels her pump runs often.

-D. Swimelar asks Nathan if he has a time estimate of the time it would take to go around the lake and pump each and every home.

-A. Delegans asks about size of generator needed for service for power outage. 7,000 will pump the system but not the whole house at one time.

-D. Wear thanked Gary for his service on the board and to the community and invited everyone to enjoy some refreshments.

Executive Session was called pursuant to RCW 42.30.110(1) at 5:18. Board will return in 15 minutes.

C/Pearman notified public of addition 10 minutes

C/Pearman notified public of another additional 10 minutes.

Regular meeting was resumed at 5:53

The next regular board meeting will be December 6 at 3 pm
Meeting was adjourned at 5:55

Sheila Pearman, District Manager