

# SACHEEN LAKE WATER & SEWER DISTRICT

December 14, 2016

Location: Sacheen Fire Station

The meeting was called to order at 5:00 pm with the pledge. Commissioners Johnsen, Pearman and Quick were in attendance as well as DM/Pearman and Thad O'Sullivan of Workland Witherspoon.

-C/Pearman reviewed the agenda.

C/Quick MM to approve the November 9 minutes. C/Pearman seconded and the motion was unanimously approved.

-Per RCW 42.30.110(1)(i) the Board called a 20-minute executive session regarding pending litigation.

-An additional 10 minutes was announced for executive session

-The Board returned to open meeting at 5:37.

-Mediation process was explained. CNI had requested \$1.3 million in claims. The mediation process brought that number down to \$500,000. Of that amount, Sewell and their insurer have pledged \$125,000, Enduris, the District's insurer has pledged \$100,000 leaving the District to come up with an additional \$275,000 for the settlement.

-C/Pearman thanked Thad for his work and sticking with the process.

-D. White asked is the District should be responsible for any of the settlement and thinks that Sewell should step up and pay part of the \$275,000.

-L. Holman asks how long the term of an additional loan would be. That is unknown now.

C/Pearman MM to authorize the Board Chair to sign the mutual full release and settlement agreement to CNI in the amount of \$500,000. C/Quick seconded the motion and the motion was unanimously passed.

## BUDGET HEARING:

-DM/Pearman presented the budget proposal for the General Fund and Construction Fund to the Board.

-C/Pearman noted no line item in the general fund for shop rental

-C/Quick questioned including line for depreciation and repair in the general fund.

-Request for comment was made three times.

C/Pearman MM to approve the two budgets with the addition of \$3,600 for shop rental and \$5,000 for depreciation/repair. C/Johnsen seconded the motion and the motion was unanimously approved.

-DM/Pearman presented the Levy certification for the Board to sign. The Board had previously approved direction to collect the full amount of the Levy request once the election was certified.

## OPERATOR'S REPORT: Sheila

-Nathan went to Renton and took the WWTO class to prep for his test. Took test today and got a 69, but needed a 70 to pass. He can retake the test in 2 weeks.

-Nathan worked on issues on Ernst Lane and East Shore.

DISTRICT MANAGER'S REPORT: Sheila Pearman

General Fund

Hours for November:

District Manager: 85

Nathan Johnson: 169

November vouchers were presented for payment from the General Fund totaling \$2,945.65

VOUCHER #	PAYEE	AMOUNT	DESCRIPTION
16-88	PUD	\$ 517.36	Power to Plant & Lift Station
16-89	State Auditor's Office	\$ 863.43	Audit Expenses
16-90	Nathan Johnson	\$ 300.00	Shop Rental/ Nov
16-91	Workland Witherspoon	\$ 1,264.86	CNI Litigation

December vouchers were presented for payment from the General Fund totaling \$3,405.35

VOUCHER #	PAYEE	AMOUNT	DESCRIPTION
16-92	Frontier Comm	\$ 115.78	Data Phones
16-93	Dept. of Interior	\$ 1,600.00	Agrimet O&M
16-94	PUD	\$ 640.02	Power to Plant & Lift Station
16-95	Sheila Pearman	\$ 749.55	Assorted Expenses
16-96	Nathan Johnson	\$ 300.00	Shop Rental/ Dec

-DM/Pearman requested extension of contract date with PWTF due to the delays from CNI lawsuit. She presented contract extension of 12/31/17 for the Board's signature.

C/Johnsen MM to approve PWTF contract amendment for completion date extension. Motion was seconded by C/Pearman and unanimously approved.

-Board reviewed revisions to SWP-P07

C/Pearman MM to approve the revision to SWP-P07. C/Quick seconded the motion and the motion was unanimously approved.

-C/Pearman presented SOP-P10 for new pump installs. Suggestion was to include that the homeowner provides all electrical service work.

C/Johnsen MM to approve SWP-P10 with the inclusion of the electrical work to be provided by homeowner/contractor. C/Pearman seconded the motion and it was unanimously approved.

COMMUNICATIONS:

-Season's Greetings from Enduris and Sewell Engineering

-Enduris 2017 Training Facility Rates

ACTION REGISTER REVIEW:

-C/Quick reviewed the action register

PUBLIC COMMENT/QUESTIONS:

-M. Kanyer requests that we check with engineer as to whether there is a concern regarding ice damage to either the liner or the aerators.

-J. Short asks when SOPs going to website. C/Pearman will review them to make sure they are up to date and send to DM.

The next regular board meeting will be January 11, 2017 at 5 pm.  
Meeting was adjourned at 6:47.

Sheila Pearman, District Manager