

# SACHEEN LAKE WATER & SEWER DISTRICT

March 2, 2016

Location: Sacheen Fire Station

C/Johnsen called the meeting to order at 3:00 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.

Commissioner Johnsen MM to approve both the 2/4/16 and 2/12/16 minutes. C/Pearman seconded the motion was approved.

ENGINEERING REPORT/PROJECT UPDATE: Kevin Koesel

## **Construction Progress Update and Upcoming**

Bid Schedule A 99% Complete

- Headworks solid grating has been installed over the channel
- Certificate of Occupancy has been received from the County but CNI has yet to turn the building over to the District.
- CNI has begun working on the final punch list..major things still needing to be done are installation of the correct motors to the aerators, wiring of cables between aerators and shore
- Changing of the aerator motors will require transfer of effluent from one cell to another through the wet well. Leak testing of the wet well has just begun so aerators won't be done until after that.

Change Orders:

CO 20A is for installation of controls power from plant MCC to pressure transducer.

C/Pearman MM to approve CO 20A in the amount of \$1,085.60. C/Johnsen seconded the motion and the motion was approved.

Mt. View Estates Update:

- Working on ECY financial capability paperwork so they can complete the contract.
- Timeline would make it so design would need to be complete by late summer so ECY review & approval can take place prior to application for construction money in Nov.
- Suggestion that we keep the process with covenants like Phase I. Having that information will assist with design process.
- There are 2 additional properties that lie outside of the District boundary by Hutchinson's that we should offer inclusion in the project. Could we serve them outside of District or would they need to annex in?

OPERATOR'S REPORT: Nathan Johnson

- Inspecting control panels for moisture. Some of the factory seals have failed. Correct Equipment sent a bunch of new seals that Nathan is swapping out where necessary. Also applying duct seal as he goes along.
- As weather is drying out applying more ID numbers to control boxes
- Problem on Fir with resident who flipped the disconnect and the pump overflowed.
- J. Short noted that they had problems with their well so they had to turn the pump off and questions whether there could be an issue. Only if it were to fill above the alarm level with the power off. When power goes back on the alarm will sound until it pumps down below the alarm level.

DISTRICT MANAGER'S REPORT: Sheila Pearman

- Salary Clearing for January presented for signature.

General Fund

Hours for February

District Manager 114  
Nathan Johnson 15

8 vouchers were presented for payment from the General Fund totaling \$2,715.24

16-22	PUD	\$308.16
16-23	Workland Witherspoon	\$117.50
16-24	Correct Equipment	\$204.44
16-25	PO County Treasurer	\$49.60
16-26	S&L Underground	\$250.00
16-27	Nathan Johnson	\$300.00
16-28	Enduris	\$135.00
16-29	Sheila Pearman	\$1,350.54

3 vouchers were presented for payment from the LID totaling \$88,381.87

LID 16-07	Environment One	\$36,489.83
LID 16-08	Sewell Eng	\$26,456.57
LID 16-09	CNI	\$25,435.47

-DM Pearman presented a new form for voucher approval. As bills such a PUD come in throughout the month there is a need to submit for payments between meetings. The new form is modeled after fire district. Copies of vouchers submitted will be attached and Board will sign form that covers all submitted vouchers.

-SOP for approved sewer rates presented for signature

COMMUNICATIONS:

-Quote for spares list as recommended to have on hand for control panels.

-Enduris Report and binders for truck coverage

-Inquiry for possible service to area north on Hwy 211

MILFOIL:

-C/Pearman has been in contact with Aquatechnex and set the following dates

June 22 for survey

July 6&7 for hand picking

Mid July for treatment

BILLING:

-Most folks are getting on track, but we do have a handful that have not made any payments. Will make extra effort with next billing to get attention of those with unpaid accounts.

-We need to determine process for non-payment...shut-off and then turn on with fees attached?

-Check with attorney to determine a process to make sure we are covered.

-J. Johnsen suggests that those who use auto pay need not be sent monthly bills.

- Might want to put inserts in with bills letting folks know they can pay through their bill pays

Park Restitution: next step is to talk with the two property owners regarding the recommendations. C/Johnsen would like to see what they believe their responsibility is. We will try to set up meeting with them.

ACTION REGISTER REVIEW:

-C/Pearman reviewed the action register

PUBLIC COMMENT/QUESTIONS:

-J. Short asks if we have found another commissioner and how long can we operate with only 2. No, we have not found another commissioner but we can operate with only 2, but it would be better to have 3.

The next regular board meeting will be April 6 at 3 pm.  
Meeting was adjourned at 4:07

Sheila Pearman, District Manager