

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF COMMISSIONERS OF  
RONALD WASTEWATER DISTRICT**

**December 27, 2016**

Board President Gretchen Atkinson convened a regular meeting of the Board of Commissioners of Ronald Wastewater District at the District office at 6:05 p.m. on Tuesday, December 27, 2016. In attendance were Commissioners Gretchen Atkinson, Chris Eggen, Arnold Lind, and George Webster. Absent: Robert Ransom. Also present were Maintenance Manager George Dicks and District Counsel Joe Bennett. Absent: General Manager Mark Gregg. Members of the public present: None.

1. **Public Comment:** None.
2. **Additions/Adjustments to Agenda:** None.

3. **Minutes of the Regular Meeting of December 13.**

Commissioner Webster requested one revision to make clear that a statement of opinion in public comment was the personal view of the speaker. Upon motion by Commissioner Webster and second by Commissioner Eggen, the Board voted 4-0 to approve the revised minutes of the December 13 meeting.

4. **Consultant Reports.** None.

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5. **Old Business**

a. Resolution 16-15, Approving CHS Engineering Contract. Mr. Dicks reported that he contacted MRSC and confirmed that CHS Engineers is a listed engineering firm and that no formal bid process is required. He compared CHS to five other MRSC-listed engineering firms that met certain criteria. He prepared a memorandum that explained his review and recommendation to retain CHS for 2017. He believes the CHS team has done an excellent job and is very familiar with the District's system. Commissioner Webster stated that the hourly rates are very fair. Commissioner Lind stated that there is no reason for the District to change engineers. Commissioner Eggen stated that engineering continuity is particularly important for the District in 2017. He added that the City would do well to retain CHS as a consulting engineer following assumption but that is not his call. **ACTION:** Upon motion by Commissioner Webster and second by Commissioner Lind, the Board voted 4-0 to approve the resolution. The commissioners present then signed the resolution.

6. **New Business**

a. Vouchers. The Board considered vouchers in the aggregate amount of \$1,002,141.32 down as follows: (a) AP Vouchers #0160772 through #0160814 in the amount of \$948,099.28; (b) ACH Payroll of \$31,530.14; (c) Payroll taxes of \$12,105.32; and (d) State of Washington DOR, Excise Tax (2<sup>nd</sup> PR only) of \$10,406.58. **ACTION:** Upon motion by Commissioner Eggen and second by Commissioner Lind, the Board approved all of the vouchers presented by a vote of 4-0.

b. Financial Report/Journal Adjustments. The Board agreed to table the financial report due to Mr. Gregg's absence. **ACTION:** Upon motion by Commissioner Webster and second by Commissioner Eggen, the Board approved the journal adjustments in the amount of \$1,185.05 by a vote of 4-0.

c. Resolution 16-16, Setting the Regular Meeting Dates for 2017. The Board reviewed the proposed 2017 meeting schedule, with regular meetings on the second and fourth Tuesdays of each month with adjustments for the first February meeting, second May meeting, and second September meeting due to conflicts with conferences. **ACTION:** Upon motion by Commissioner Webster and second by Commissioner Eggen, the Board voted 4-0 to approve the resolution. The commissioners present then signed the resolution.

d. Resolution 16-17, Adopting the Rates and Charges for District Employees.  
**ACTION:** Upon motion by Commissioner Webster and second by Commissioner Eggen, the Board voted 4-0 to approve the resolution. The commissioners present then singed the resolution. The commissioners present then signed the resolution.

7. **Legal Report.**

Mr. Bennett reported on his discussion with the attorney for the micro-apartment developer. He will report on any updates at the first meeting of January.

8. **Personnel Report.** None.

9. **Maintenance Report.**

Mr. Dicks shared his November report. Utility locates, data scanning, pipeline cleaning and manhole inspection comprised the majority of the work effort. Commissioners asked several questions.

10. **Commissioners' Reports and Comments.**

- Commissioner Webster asked which commissioners plan to attend the AWWA/WEF conference in Tampa in February. He also reported on a MWPAAC meeting where a technical lead explained the new wastewater contract proposal to change to a smaller operating board is similar to the SPU water contract.
- Commissioner Eggen also reported on the MWPAAC meeting and the transition to the City of Shoreline. He is happy to serve as an official representative of the Board to the SPU drinking water consortium to observe how this operating board model works. Commissioner Webster concurred with the need for the District, which is sewer only, to send a representative to the SPU consortium. The Board agreed that this should be added to the list of Board representatives to assign at the January meeting.

11. **General Manager's Report.**

The Board noted receipt of Mr. Gregg's written report for December 13 through December 26.

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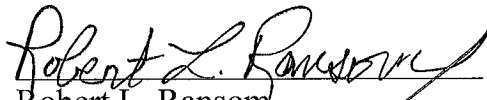
12. **Other Business.**


Mr. Dicks presented a letter from the SAO, which required acknowledgment from Mr. Gregg and the Board President of the scope of the audit. This same information was discussed at the SAO entrance conference. Commissioner Atkinson signed the acknowledgment letter.


13. **Conclusion:** Upon motion by Commissioner Webster and second by Commissioner Eggen, the Board voted unanimously to conclude the meeting at 6:50 p.m.


**Next Regular Meeting of the Board:** Tuesday, January 10, 2017 at 6:00 p.m.

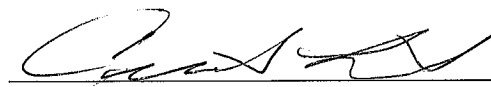
APPROVED in open meeting this 10 day of January, 2017.

  
Robert L. Ransom  
Commissioner, Position 1

  
Gretchen A. Atkinson, President  
Commissioner, Position 2

  
Chris J. Eggen, Secretary  
Commissioner, Position 3

  
George R. Webster, Vice President  
Commissioner, Position 4

  
Arnold H. Lind,  
Commissioner, Position 5