

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF COMMISSIONERS OF  
RONALD WASTEWATER DISTRICT  
DECEMBER 6, 2011

A regular meeting of the Board of Commissioners of Ronald Wastewater District was convened at the District office at 5:30 p.m. on Tuesday, December 6, 2011 by Board President Wadekamper. In attendance were Commissioners Brian Carroll, Arnold Lind and Arthur Wadekamper. Also present were Michael Derrick, District General Manager, George Dicks, District Maintenance Manager, Jen Chen, District Accounting Manager, Joseph Bennett, District counsel, Scott Christensen and Darrel Frame of CHS Engineers, District Engineers, customer Robert Ransom and John Norris of City of Shoreline.

ADMINISTRATIVE

Additions/Adjustments to Agenda?

None.

Handouts

None.

Minutes of the Board Meetings of November 17 & 22, 2011, Final. The Board reviewed minutes provided by Mr. Derrick for the Special meeting of November 17 and the regular meeting of November 22, 2011. Upon motion by Commissioner Lind, and second by Commissioner Carroll, the Board voted 3-0 to approve the minutes of November 17 and 22, 2011. The Commissioners then signed the approved minutes.

1. Engineers Report. Mr. Christensen presented his report for October 1, 2010. Highlights included:
  - a. COSH Aurora Avenue Project. Phase 3A in construction up to 192<sup>nd</sup>. Phase 3B is at 90% design, scheduled for construction in the summer of 2012. The District requested that the City provide an alternative (cost effective) analysis for moving the District lines. CHS presented options for the Aurora project and the Board asked for costs to go along with the options.
  - b. Salt Water Park Lift Station# 16. Construction is complete. He brought with him the operations and maintenance manuals to present to Mr. Dicks. 11 month inspection is due on October 21, 2012.
  - c. North City 1 O&M CIP. Construction started on November 28. Contracts are ready. Commissioner Wadekamper asked how many residents in the project area have signed up for side sewer replacement. Mr. Dicks replied that

7034

approximately 60% have so requested to date and the final number should be closer to 80%.

d. North City 2 O&M CIP. Project was bid. Mr. Christensen recommended award to Budget Sewer, the apparent low bidder. Contracts are ready for approval and signing.

e. Carlyle Hall Road. Pre-design report is complete. Mr. Frame discussed the contents of the report.

f. North City 3 O&M CIP. In design.

g. North City 4 O&M CIP. In design.

2. Vouchers. Mr. Derrick presented and the Board discussed Vouchers in the aggregate amount of \$279,195.75 broken down as follows: (a) AP Vouchers #0110819 through #0110845 in the amount of \$241,429.69; (b) Payroll Voucher # 0011033 in the amount of \$353.82; (c) ACH Payroll of \$27,772.93; and (d) Payroll taxes of \$9,639.31. Upon a motion by Commissioner Lind, and second by Commissioner Carroll, the Board approved all of the Vouchers presented by a vote of 3-0.

3. Award North City 2 CIP Contract.

**Resolution 11-18, Awarding Contract for North City 2 CIP Sanitary Sewer Rehabilitation Project to Budget Sewer and Authorizing General Manager to Sign Contract.** The Board reviewed the resolution, noted that Budget Sewer was the low bidder in the amount of \$549,420.00. Upon motion by Commissioner Carroll, and second by Commissioner Lind, the Board voted 3-0 to approve the resolution. The Commissioners then signed the approved resolution. Mr. Christensen stated that he will notify Budget Sewer of the contract award and will forward the final contract to Mr. Derrick for his signature in approximately two weeks.

4. Interlocal Agreement with Shoreline Fire Department.

**Resolution 11-19, Approving Fire and Emergency Service Interlocal Agreement with Shoreline Fire Department.** Upon motion by Commissioner Carroll, and second by Commissioner Lind, the Board voted 3-0 to approve the resolution. The Commissioners then signed the approved resolution as well as the Interlocal Agreement.

5. Telephone Service; Bundled Package. Mr. Derrick explained that the District has used Seanet for web-hosting and e-mail service and Verizon for telephone service. Mr. Derrick wanted to explore bundled service for all telephone and IT services from one provider. Messrs. Christensen and Frame explained the experience of CHS with one provider, Integra. Mr. Derrick presented a memorandum that provided comparing costs of four different providers for bundled services such as telephone, T1 line, web hosting and e-mail hosting.

Monthly costs ranged from \$439.00 to \$895.00. Commissioners Carroll and Wadekamper asked for more background information on the various providers including their security and financial strength. Mr. Derrick stated that he will investigate further and report back to the Board.

#### LEGAL REPORT

Mr. Bennett explained statute re: Board of Commissioners of merged water and sewer districts.

#### MAINTENANCE REPORT

Mr. Derrick distributed the November 2011 Maintenance report prepared by Mr. Dicks. Highlights include: 14 sewer permits issued in November; 7 installations/repairs were completed and inspected; and 4 certificates of sewer availability were issued. Utility locates, pipeline cleaning (root sawing) and pump station inspection and maintenance comprised the majority of the District's maintenance work in November. Crews installed one clean out and rodded the side sewer to clear roots at the connection to the District stub. Maintenance personnel spent 24 hours TV inspecting 4,500 feet of sewer pipeline for the Highline Sewer District. Commissioner Carroll asked how the District was compensated for that. Mr. Dicks replied that the District charged its labor and material costs at stated rates to Highline.

#### PERSONNEL

None.

#### EXECUTIVE SESSION

None.

#### COMMISSIONERS' COMMENTS AND REPORTS

Commissioner Carroll requested that staff ask the State Auditor's Office: (1) What the SAO would charge the District for a compliance audit and a financial audit? and (2) What, if any, cost savings the District would realize if the District had a private firm perform an audit before the SAO audit? Commissioner Carroll also asked what professional memberships each Commissioner has. Commissioner Wadekamper reported that there is an opening on the WASWD Board and he has applied for appointment to the position. He also reported on the search for a new Executive Director for WASWD.

#### GENERAL MANAGER'S COMMENTS

None.

7036

PUBLIC COMMENT

Mr. Ransom asked for confirmation that there was no action after the Executive Session at yesterday's special meeting. Commissioner Wadekamper confirmed that no action was taken. He also asked Mr. Bennett for an update on the Cedar River litigation. Mr. Bennett replied that the parties are waiting for the State Supreme Court to decide whether or not to accept direct review. Mr. Ransom asked about the status of the proposal to take over the King County west side conveyance system. Mr. Derrick replied that King County has not yet responded. He also asked about comparative salary data from other jurisdictions. He has seen salary range information from other districts but not actual salaries. Mr. Derrick replied that he typically receives salary range information from other districts but not actual salaries. He stated that the District has never paid for a salary survey and that it is difficult to find truly comparable districts for salary and position comparison purposes. Mr. Norris explained the City of Shoreline's step-system for city employees. Mr. Dicks also stated that a salary survey might be needed if there was more turnover among District employees but there has been very little turnover.

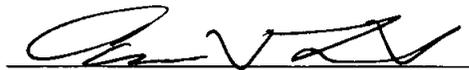
TOPICS FOR FUTURE DISCUSSION

None.

CONCLUSION

There being no further business, President Wadekamper concluded the meeting at 6:35 p.m.

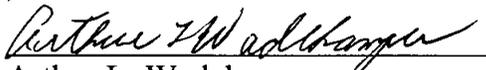
APPROVED in open meeting this 20 day of December, 2011.



Arnold H. Lind,  
Secretary/Commissioner



Brian T. Carroll,  
Vice President/Commissioner



Arthur L. Wadekamper,  
President/Commissioner