

WOODINVILLE WATER DISTRICT
1417th Regular Meeting
February 16, 2021

ATTENDANCE

Commissioners: Chuck Clarke, Pamela J. Maloney, Tim Schriever, and Karen Steeb
Staff: Patrick Sorensen, Ken McDowell, Steve Brown, Michael Maurer, Sandra Tachibana, and Jane Nicholls
General Counsel: William Linton

CALL TO ORDER

Commissioner Maloney called the meeting to order at 5:00 p.m.

ROLL CALL

Commissioners Maloney, Schriever and Steeb along with Attorney William Linton were all present via Microsoft Teams video conference. Commissioner Clarke was not present during roll call but notified staff in advance that he would be a few minutes late. Dial-in information was posted with the agenda on the District's website.

ITEMS FROM THE PUBLIC: None.

ADDITIONS OR DELETIONS TO THE AGENDA: Commissioner Maloney added a 30-minute executive session to address potential litigation.

MEETING AGENDA APPROVAL

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to approve the amended Meeting Agenda. Vote 3-0-0. Motion carried. So ordered.

MINUTES APPROVAL

7 (a) February 16, 2021 Regular Meeting Minutes

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to approve the February 2, 2021 Regular Meeting Minutes. Vote 3-0-0. Motion carried. So ordered.

CONSENT AGENDA

8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #98675 through #98734 and Payroll Advice #8990 through #9025 in the amount of \$565,691.28
- Sewer Maintenance Fund (09-104-0510), Vouchers #27197 through #27194 in the amount of \$6,156.86
- Water Construction Fund (09-104-3010), Vouchers #35400 through #35403 in the amount of \$69,233.92
- Sewer Construction Fund (09-104-3510), Vouchers #0 through #0 in the amount of \$0

2/22/2021 A/P and 2/16/2021 Payroll A/P

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to approve the Consent Agenda. Vote 3-0-0. Motion carried. So ordered.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

OLD BUSINESS: None.

NEW BUSINESS:

11 (c) Award Professional Services Agreement to the Blueline Group for the 2020 Sewer Sags Project

This agenda item was previously brought to the Board at the November 3, 2020 Board meeting, with the Board providing direction to come back with more detailed justification for moving forward with this project. Following further review, Operations indicated that the sewer main in Woodinville-Redmond Rd. has had to be jetted three times a year, flushed quarterly, and inspected twice monthly, with the roots being removed, as necessary. If a backup were to occur at this location, it would overflow into Wood-Red Rd, to the bar ditch and then to the Sammamish Slough; no homes or businesses would be affected. Other possible failures could be the separation of the pipe or the roots growing large enough to break the pipe. This issue has been ongoing for over 3 years.

The sag in the parking lot by Bank of America & Old Navy is jetted 2 to 3 times a year. If the manhole at 322A were to backup, raw sewage would flow into the strip mall as well as Ulta and Old Navy. Sewage would also flow across the parking lot to the storm drain system and into Woodin Creek. There are no tree roots in the sewer mains in this area.

Staff has negotiated the scope of work provided by Blueline Group for the repair work to be done. At \$188,600 the proposed fee may seem high, but with the amount of work to do, along with the Geotech work that will be required and a bypass pumping system design, the higher fees are warranted. This project is similar in size and scope as the recently completed 134th Ave NE Sewer Main Lowering Project. The proposal also includes fees for the bidding and construction phases of the project along with allowances for inspection and unassigned tasks. This project was not identified in the 2007 Comprehensive Sewer Plan and therefore has not been provided with an estimated CIP cost. The estimated amount for the construction of this project could be in the neighborhood of \$500,000, based on similar type and size projects (the 134th Ave NE Sewer Main Lowering Project). Discussions with the Finance Manager indicate that the Sewer Construction Fund is in good shape with approximately \$6M in reserves.

Mr. McDowell reviewed the history of the sewer sag issues with the Board. The Board members thanked staff for the thorough, well-written agenda paper which provided the important details of why this work was needed.

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to award the Blueline Group a Professional Services Agreement for the design and construction

management of the 2020 Sewer Sags Project in an amount not to exceed \$188,600: with a 5% contingency approval by the General Manager. Vote 3-0-0. Motion carried. So ordered.

11 (b) Spring Pipeline Newsletter

Ms. Tachibana requested input from the Board regarding the Spring Newsletter and the draft Commissioner Corner news article assignment schedule. The Board discussed how they would like to fill the Commissioner Corner author vacancy in Fall 2021. Commissioner Maloney thanked Ms. Tachibana for her excellent work as editor of the newsletter.

Commissioner Clarke joined the meeting at 5:11 pm.

11 (a) Asset/Maintenance Management Presentation (Discussion Only)

Following a brief review by Mr. Sorensen, Ms. Lofstrom shared her PowerPoint slide presentation on Asset/Maintenance Management which featured a timeline of work done to date, an explanation of current practices and a recommendation to move forward to locate a new computerized system capable of integrating Asset and Maintenance Management. It was suggested to Ms. Lofstrom that she do some research on ways to shorten the timeline of the project. Also a request was made to track the successes achieved during the implementation which could make the approval process of future projects easier.

The Board thanked Ms. Lofstrom for the detailed well-designed PowerPoint presentation and gave their approval for this project to continue. Ms. Lofstrom will coordinate with Mr. Sorensen to proceed with the next steps in this process.

REPORTS

- (a) General Manager's Report - Mr. Sorensen reviewed the General Manager's report and mentioned he is working on updating District Covid policies and he will check on the status of any available Federal Covid funding.
- (b) Engineering Report - Mr. McDowell let the Board know the sewer line repairs scheduled for February 13, 2021 had to be postponed due to the snowstorm. The repairs are currently rescheduled for February 20, 2021.
- (c) Finance Report - Mr. Maurer reviewed the report with the Board. The water sales figures for January 2021 were encouraging and some past due customer account balances have been paid.
- (d) Operations & Maintenance Report - No Report.
- (e) MWPAAC - No Report.
- (f) Seattle System Operating Board - Commissioner Maloney reported on the February 4, 2021 meeting highlights which included the Covid Vaccine Plan, contract opener information, and an update on work to replace the outdated 800-megahertz emergency radios.

- (g) Sno-King Water District Coalition - Mr. Sorensen reported on the February 8, 2021 meeting.
- (h) Snohomish River Regional Water Authority (SRRWA) - No Report.
- (i) Washington Association of Sewer and Water Districts (WASWD) - Commissioner Clarke reported on the February 8, 2021 meeting mentioning that the rate impact data will not be protected and an update on the SPU Contract.
- (j) Wellness Committee - The next meeting will be February 24, 2021 at 1:00 pm.
- (k) Attorney's Report - No Report

COMMISSIONER'S COMMENTS

Commissioner Steeb mentioned she received her KC Surface Water Management invoice which reflected a \$200 increase. She received a complaint from a customer acquaintance about construction noise at the Hollywood Pump Station during the remodel process. She really appreciated the assistance Christian Hoffman gave her in responding to this customer and letting them know the good news that the work will be completed in March.

Commissioner Maloney found the article on the water treatment plant hack in Florida very informative. When she asked about District computer security, Ms. McAlister said the hacked computer system was open to the internet and behind on the latest security updates. Our District does not treat the water locally and the computer system is kept up to date on all the latest security technology.

COMMISSIONER CALENDARS

All the Commissioners will be available for the March 2, 2021 regular meeting, the March 10, 2021 special meeting to interview prospective Commissioner candidates and the March 16, 2021 regular Board meeting.

ITEMS FROM THE PUBLIC: None.

EXECUTIVE SESSION - 30 Minute executive session pursuant to RCW 42.30.110(1)(i)(c) to discuss potential litigation.

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1)(i) at 6:53 p.m. for 30 minutes to discuss potential litigation. The Commissioners, Attorney William Linton, Mr. Sorensen, Mr. McDowell, and Ms. Tachibana attended the Executive Session.

The Executive Session concluded at 7:23 p.m. and open public meeting was reconvened

ADJOURNMENT

Commissioner Maloney adjourned the meeting at 7:24 p.m.



Chuck Clarke – President



Pamela J. Maloney - Vice President

ATTEST:



Tim Schriever - Secretary



Tim Schriever - Secretary



Karen Steeb - Commissioner

Minutes: Jane Nicholls