

WOODINVILLE WATER DISTRICT
1427th Regular Meeting
August 3, 2021

ATTENDANCE

Commissioners: Chuck Clarke, Aleksandra Kachakov, Pamela J. Maloney, Tim Schriever, and Karen Steeb
Staff: Patrick Sorensen, Ken McDowell, Jack Broyles, Steve Brown, Nick Foster, Sandra Tachibana, and Jane Nicholls
General Counsel: Bill Linton

CALL TO ORDER

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

ROLL CALL

Commissioners Clarke, Kachakov, Maloney, Schriever, and Steeb along with Attorney Bill Linton were all present via Microsoft Teams. Dial-in information was posted with the agenda on the District's website.

ITEMS FROM THE PUBLIC: None.

ADDITIONS OR DELETIONS TO THE AGENDA:

Mr. Sorensen requested that Item 11 (b) be pulled from agenda.

MEETING AGENDA APPROVAL

It was moved by Commissioner Maloney and seconded by Commissioner Steeb to approve the revised Meeting Agenda. Vote 5-0-0. Motion carried. So ordered.

MINUTES APPROVAL

7 (a) July 20, 2021 Regular Meeting Minutes

Commissioners Steeb and Maloney requested minor edits to the draft minutes. These edits were made prior to the start of the meeting.

It was moved by Commissioner Schriever and seconded by Commissioner Kachakov to approve the revised July 20, 2021 Regular Meeting Minutes. Vote 5-0-0. Motion carried. So ordered.

7 (b) July 20, 2021 Special Meeting Minutes

It was moved by Commissioner Kachakov and seconded by Commissioner Schriever to approve the July 20, 2021 Special Meeting Minutes. Vote 5-0-0. Motion carried. So ordered.

CONSENT AGENDA

Regular Meeting Minutes

August 3, 2021

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8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #99298 through #99345 and Payroll Advice #9432 through #9470 in the amount of \$273,505.43.
- Sewer Maintenance Fund (09-104-0510), Vouchers #27235 through #27237 in the amount of \$315,624.26.
- Water Construction Fund (09-104-3010), Vouchers #35471 through #35474 in the amount of \$148,775.12.
- Sewer Construction Fund (09-104-3510) Vouchers #40985 through #40985 in the amount of \$106,485.50.

8/9/2021 A/P and 8/2/2021 Payroll A/P

It was moved by Commissioner Maloney and seconded by Commissioner Steeb to approve the Consent Agenda. Vote 5-0-0. Motion carried. So ordered.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

OLD BUSINESS: None.

NEW BUSINESS:

11 (a) Amend Professional Services Agreement with Pearson FM

The District is nearing completion on the 144th Ave NE/NE 200th St Pipe Upsizing project, with the only outstanding items remaining dealing with replacement trees, the final punch list, and project as-builts.

Staff brought in a consultant to help with the inspections, as this was a complicated project with over 20 connections and more than 80 commercial/industrial businesses affected by this work. We felt that a full-time inspector was needed to keep the project moving smoothly. Pearson FM was hired for this inspection work, and part of the reason this project has gone so well is Bill Pearson previously worked for WWD as our inspector.

When we scoped this project for inspection services, we only calculated a 100-day project with 640 hours of inspection time. By the time the design was completed, the City had joined the project and the duration had extended to 170 days. With the final invoice from Pearson FM for this project, the budget was exceeded by \$13,146.58 or approximately 119.5 hours at \$110 per hour. The hourly rate for Pearson FM was approximately \$35/hour less than the contract inspection through the design engineer and \$30/hour less than our General Engineering Services consultant, DEA.

Staff is suggested that the District amend the contract with Pearson FM in the amount of \$20,000. This will cover the difference between the contract amount and the outstanding balance and leave \$6,853.42 in reserve should we need additional inspection services this year.

Staff would like to amend the agreement in an amount not to exceed \$20,000 to cover the outstanding balance owed and to have a reserve of \$6,853.42 for future inspection needs.

Staff explained that the negative balance did not occur until Pearson FM had submitted his final invoice for the 144th Ave NE project on July 18, 2021. The invoice was held until the overage could be discussed with the Board and approved for payment.

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to amend the Professional Services Agreement with Pearson FM, LLC in the amount not to exceed \$20,000 for inspection services. Vote 5-0-0. Motion carried. So ordered.

REPORTS

- a. General Manager's Report - Mr. Sorensen reviewed the report with the Board. Commissioner Maloney requested that a discussion on mandatory vaccinations be added to the next agenda.
- b. Engineering Report - No Report.
- c. Finance Report - No Report. Mr. Broyles updated the Board on the status of delinquent accounts.
- d. Operations & Maintenance Report - No Report. Mr. Brown mentioned our average daily water usage is running approximately 6.4 to 6.8 mgd with occasional spikes up to 6.8 to 7.2 mgd.
- e. Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) - The July General Meeting was cancelled; Mr. Sorensen attended the Brightwater facility tour field trip on July 28, 2021 and found it to be an interesting tour.
- f. Seattle System Operating Board - Commissioner Maloney reported on the sixth SPU contract meeting held July 29, 2021. SPU Staffing changes may affect the timeline of the contract.
- g. Sno-King Water District Coalition - No Report - the next meeting will be held virtually on August 9, 2021.
- h. Snohomish River Regional Water Authority (SRRWA) - No Report.
- i. Washington Association of Sewer and Water Districts (WASWD) - Commissioner Clarke mentioned the Section IV meeting on August 16, 2021 has been cancelled, they will meet during the Fall Conference.
- j. Wellness Committee - No Report.
- k. Attorney's Report – Attorney Bill Linton updated the Board and staff on the recent Superior Court Summary Judgement denial affecting area Districts. Additional negotiations including mediation may be the next step before a possible trial.

COMMISSIONER'S COMMENTS:

Commissioner Steeb is requesting an individual Commissioner photo be displayed in future Commissioner's Corner articles in the Pipeline newsletter instead of a group photo. The other Board members are supportive of this change and directed staff to coordinate the photos.

COMMISSIONER CALENDARS:

All Board members expect to be available for the August 17, 2021 and the September 7, 2021 meeting.

ITEMS FROM THE PUBLIC: None.

EXECUTIVE SESSION: None.

ADJOURNMENT

Commissioner Clarke adjourned the meeting at 5:42 p.m.

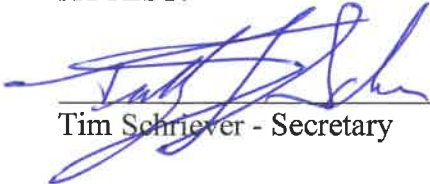


Chuck Clarke - President



Pamela J. Maloney - Vice President

ATTEST:



Tim Schriever - Secretary



Tim Schriever - Secretary



Aleksandra Kachakov- Commissioner



Karen Steeb - Commissioner

Minutes: Jane Nicholls