

LAKEHAVEN WATER AND SEWER DISTRICT
King County, Washington

REGULAR BUSINESS MEETING
April 13, 2023

A regular meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on April 13, 2023 at the Headquarters Building, 31627A First Avenue South, Federal Way, Washington 98003.

President Miller called the meeting to order at 6:00 p.m. and asked Commissioner Englund to lead the flag salute. Members/officials present were as follows:

Donald Miller	President
Laura Belvin	Vice President
Peter Sanchez	Secretary
Len Englund	Commissioner
John Bowman	General Manager
Steve Pritchett	General Counsel
Tom Drake	Director of Finance/Information Services
Ken Miller	Engineering Manager

Upon motion of Commissioner Sanchez, the Board unanimously **excused** Commissioner DelMar from the meeting.

APPROVAL OF MINUTES

Upon motion of Commissioner Englund, the Board unanimously **approved** the Board minutes of March 23, 2023, as presented.

APPROVAL OF AGENDA

Upon motion of Commissioner Englund, the Board unanimously **approved** the agenda as presented.

PUBLIC COMMENTS

Customer, Cheryl Hurst, addressed the Board about the availability of the Boardroom for the public to rent.

CONSENT ITEMS

Upon motion of Commissioner Belvin, the Board unanimously **approved** the Consent Items as presented below.

1. Payment of the accounts payable, ACH transaction fees and payroll transactions as listed in the consent item in the total amount of \$2,972,920.58.
2. Project Acceptance – 2022 Water Main Improvements – SW 310th St-7th Ave SW and Vicinity (22-1553).

ACTION ITEMS

#1, Allen Bradley PLC & HMI Hardware Purchase: Howard Moreland reported that this matter was presented to the Board at the March 23, 2023 Board meeting and staff is recommending that the Board approve the Single Source Waiver and authorize execution of the contract to purchase the Allen Bradley PCL and HMI Hardware in the amount of \$308,790.39, including tax and freight.

Upon motion of Commissioner Englund, the Board unanimously **approved** the Single Source Wavier and authorized the General Manager to execute a contract to purchase the Allen Bradley PCL and HMI Hardware in the amount of \$308,790.39, including tax and freight.

INFORMATION ITEMS

#1, 2023-2026 Biosolids Transportation and Land Application Services: Brian Richardson reported that at the end of June, the existing Biosolids Transportation and Land Application Services contract expires. Mr. Richardson informed the Board that staff has checked with all known facilities handling biosolids in the Federal Way area and either they are unable to handle the quantities of biosolids produced by the two District wastewater treatment facilities or they are only operated seasonally and cannot provide the year-round disposal needs of the District. With Boulder Park being the only facility with the ability to handle the District's biosolids year-round, staff wishes to pursue the execution of a new a three-year contract with Boulder Park, Inc. from July 1, 2023 through June 30, 2026. The projected cost of a three-year contract is estimated at \$2,192,105.00.

Upon motion of Commissioner Sanchez, the Board unanimously **amended** the agenda to add **Action Item #2, 2023-2026 Biosolids Transportation and Land Application Services - Approval.**

Action Item #2, 2023-2026 Biosolids Transportation and Land Application Services: Upon motion of Commissioner Sanchez, the Board unanimously **approved** the 2023-2026 Biosolids Transportation and Land Application Services contract with Boulder Park Inc. in the amount of \$2,192,105.00.

#2, 2023 to 2025 Wastewater Engineering Services Contract – Task 5 2023 Redondo Biotowers Maintenance Project: Molly Du reported that since the last condition assessment of the Redondo biotowers, significant additional corrosion has occurred to the metal cladding

surrounding the biotowers. She informed the Board that the current condition of the biotower media has reduced wastewater treatment performance by allowing significantly higher amounts of solid to pass through and impact the performance the treatment processes downstream, such as, the newly installed tertiary filtration and UV systems.

Ms. Du reported that in order to maintain overall treatment performance at the plant, staff has negotiated a task order with the District's wastewater consultant, Brown and Caldwell, for a Biotower Maintenance project. Ms. Du reviewed the proposed scope and fee for the Redondo Biotowers Maintenance project with the Board and answered questions from the Board.

#3, Electric Charging Stations Now Operational: Tom Drake reported that there are currently two (2) electric charging stations in front of the new Headquarters Building that are currently up and running. He reviewed the District's proposed hybrid electric charging rates with the Board and shared two videos showing how the ChargePoint App and the charging stations are used.

#4, Telework Policy: Steve Pritchett reported that staff has been working over the past months to adapt input developed by the Personnel Committee to put together a Telework Policy to manage the regular use of remote work going forward. Mr. Pritchett and Mr. Bowman reviewed the Telework Policy and answered questions from the Board. The Board asked staff to bring this back as an information item to discuss further at the next Board meeting.

COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner Englund reported on the Chamber of Commerce Luncheon, General Manager's meeting and the Government Entities meeting that he attended.

Commissioner Belvin reported on the Government Entities, Board Operations and the Greater Federal Way Emergency Management meetings that she attended.

Commissioner Sanchez reported on the Chamber of Commerce Luncheon, Board Operations, Safety Committee and Greater Federal Way Emergency Management meetings that he attended.

Commissioner Miller reported on the Safety, EMAC and General Manager's meetings that he attended.

STAFF REPORTS

General Counsel: Mr. Pritchett reported on a large water bill caused by a water leak that an elderly customer had and how the District's Customer Service Manager worked with her to help her receive available services that drastically reduce her water bill. He updated the Board on

current legislative bills and how they impact the District. He informed the Board of the potluck being held for Kay Anthony upon her retirement from the District.

Director of Finance/Information Systems: Mr. Drake updated the Board on the Boardroom improvements.

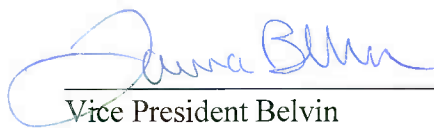
Engineering Manager: Mr. Miller informed the Board that Lakehaven Center is set to be demolished on Monday and then the Administration building is set to start demolition on Tuesday.

General Manager: Mr. Bowman reported on the change order he approved on the Ovivo contract. He mentioned that he received an email from Karen Brugato, member of the Federal Way Arts Commission, asking if the District would be interested in attending the Arts Explosion Festival. He reported that he would be following up with her to see if the District could set up a booth at the Saturday Family Day event to educate participants about water conversation. He informed the Board that the Greater Federal Way Emergency Management Committee intends on doing more table top exercises in the near future.

The meeting concluded at 6:31 p.m.

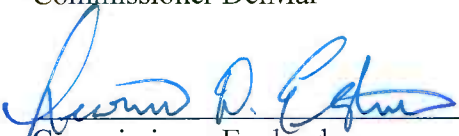
 _____ President Miller	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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ATTEST:

 _____ Vice President Belvin	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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 _____ Secretary Sanchez	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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ABSENT _____ Commissioner DelMar	<input type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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 _____ Commissioner Englund	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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