

LAKEHAVEN WATER AND SEWER DISTRICT  
King County, Washington

REGULAR BUSINESS MEETING  
August 10, 2023

A regular meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on August 10, 2023 at the Lakehaven Headquarters Building, 31627A First Avenue South, Federal Way, Washington 98003.

President Miller called the meeting to order at 4:00 p.m. and asked Commissioner Sanchez to lead the flag salute. Members/officials present were as follows:

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

APPROVAL OF MINUTES

Upon motion of Commissioner Sanchez, the Board, with Commissioners Miller, Sanchez, Belvin and DelMar voting in the affirmative and Commissioner Englund abstaining, **approved** the Board minutes of June 8, 2023, as presented.

Upon motion of Commissioner Sanchez, the Board unanimously **approved** the Board minutes of July 13, 2023 and July 27, 2013, as presented

APPROVAL OF AGENDA

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

PUBLIC COMMENTS

There were no public comments.

CORRESPONDENCE

There was no correspondence

### CONSENT ITEMS

Upon motion of Commissioner DelMar, 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 \$2,340,840.75.
2. 2020 Lakota Liquid Stream Improvements Phase II Project (20-1490) Final Acceptance.
3. 2023 Lakota Huber Disc Thickener Parts Service and Training- Competitive Bid Waiver.

### ACTION ITEMS

**#1, 2023 Surplus Equipment; Resolution No. 2023-1385:** Devin Hopper reported that Field Operations annually requests each department to review their equipment and inventory and identify any items that are of no further use within their department. With the transition into the new Headquarters facility, there was a greater opportunity to do house cleaning and, as a result, more items were identified as surplus this year than normal. Staff reviewed the summary lists of proposed surplus items with the Board.

Mr. Hopper informed the Board that once the list of items is declared surplus, staff intends to auction the items on the govdeals.com website. If items do not sell, items would be made available to the public at no cost or be otherwise ultimately disposed of in a proper manner.

Upon motion of Commissioner England, the Board unanimously **adopted** Resolution No. 2023-1385 declaring the items presented to the Board as surplus property.

### INFORMATION ITEMS

**#1, Lakota Solids Improvements Phase 1 Amendment #11 Solids Thickening Rehabilitation Design:** Ken Miller reported that the two Huber Disc Thickeners and 4' diameter force mains to the Digesters were installed at Lakota WWTP in 2017. Due to current design limitations, staff has been unable to operate the system as intended to accomplish co-thickening. Mr. Miller reviewed the proposed scope of work to redesign the system to meet its intended purpose, and showed pictures of the existing system. Mr. Miller informed the Board that the scope of work anticipates revisions to the location of the disc thickeners, larger pumps, larger discharge piping, and electrical modifications and is estimated to cost \$864,260.

Discussion was held on design and construction costs and other alternatives for thickening the sludge.

### COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner Sanchez reported that he attended the Safety Committee meeting and participated in the Rotary Speed Croquet Tournament with Commissioner Belvin and other Lakehaven staff.

Commissioner DelMar reported on the EMAC meeting that he attended. He mentioned a conversation he had with a neighbor about a line break his neighbor had in his side sewer under the sidewalk. He mentioned that he would like to review the District's policy on side sewer ownership with the other Board members to see if they may want to reconsider who owns the portion of the side sewer in right of way and thus who is liable for repairs. The Board asked staff to bring this back before them as an information item at a future meeting.

Commissioner Miller reported on discussions he had with staff concerning the surplus property, road frontage work on 1<sup>st</sup> Avenue and the parking area for customers. He mentioned that he attended the Safety and EMAC Committee meetings and the General Manager's meeting.

Commissioner Belvin reported on the Rotary Speed Crochet Tournament that she attended with her husband and other Lakehaven staff. She also mentioned that she attended National Night Out as she thought it was a great chance to meet neighbors and provide good public relations for the District. She reported that she gave a tour of the Lakehaven Headquarters Building and participated in the Kid's Day event today.

Commissioner Englund reported that he telephonically attended the monthly General Managers meeting with John Bowman and Commissioner Miller.

### STAFF REPORTS

**General Counsel:** Mr. Pritchett reported on tort claims notices received from property owners affected by the water main break on 38<sup>th</sup> Ave S.

**Director of Finance/Information Systems:** Mr. Drake reported that the audit is continuing and the auditors will be contacting Commissioners Belvin and Englund tomorrow to schedule meetings.

**Engineering Manager:** Mr. Miller reported that scoping and surveying for replacement of the water mains on the four segments along 38<sup>th</sup> Ave S by Lake Dolloff has started. He informed that Board that City of Federal Way staff came to tour the Vehicle Storage Building and Lakehaven Headquarters locker rooms and that Tacoma Water staff also toured the Lakehaven Headquarters and Vehicle Storage Buildings. He mentioned that the City of Tukwila is also interested in touring the new facilities.

**General Manager:** Mr. Bowman reported on the water main break on 308<sup>th</sup> and 10<sup>th</sup> SW. He mentioned that bidding on re-roofing some wellsite buildings is starting soon and that the Board will see an information on this at next Board meeting. He informed the Board that Brian Asbury attended a meeting at the City of Federal Way regarding planning sessions and that the City may be adding something in their comprehensive plan on criteria for connecting to sewers. Lastly, he mentioned that Nathan Morrison received his Cross Connection Control Specialist certification and had Commissioner Miller sign a congratulatory letter to Mr. Morrison.

The meeting concluded at 6:00 p.m.

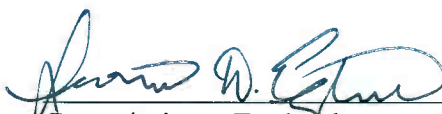
 _____ President Miller	<input checked="" type="checkbox"/> _____ Yea	_____ Nay	_____ Abstain
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ATTEST:

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