

**MINUTES OF THE SPECIAL MEETING  
OF COMMISSIONERS OF THE  
SILVER LAKE WATER & SEWER DISTRICT**

July 9, 2014

The special meeting of the Board of Commissioners of the Silver Lake Water & Sewer District was held on July 9, 2014, beginning at 5:30 p.m., at the District Administration Building. Attending were Commissioners Bill Anderson, Rod Keppler, and Anne Backstrom. Also present were General Manager Patrick Curran and District Engineer Rick Gilmore; and Eric Delfel with Gray & Osborne. The purpose of the meeting was to consider all business that may come before the Board.

- 1.) **CALL TO ORDER:** Commissioner Backstrom called the meeting to order at 5:30 p.m.
- 2.) **APPROVAL OF MINUTES:** The Minutes of the regular meeting of June 26, 2014 were unanimously approved as circulated.

3.) **FINANCIAL MATTERS:**

a.) **Payroll, Vouchers, and Check(s) Approval:**

Following discussion of various matters payroll, vouchers, and revolving fund checks were unanimously approved and signed as follows:

| Fund                   | Code        | Number          | Amount                |
|------------------------|-------------|-----------------|-----------------------|
| Water Maintenance      | 743 5408666 | .06-076-.07-022 | \$28,835.07           |
| Sewer Maintenance      | 743 5418666 | .07-001-.07-010 | 616,873.82            |
| Sewer Capital Improve. | 743 5448666 | .07-001-.07-002 | 7,693.11              |
| Water Capital Improve. | 743 5468666 | .07-001-.07-004 | 344,725.26            |
| Revolving Check Fund   |             | 3490 - 3508     | 3,291.87              |
| <b>Total Warrants</b>  |             |                 | <b>\$1,001,419.13</b> |

4.) **CAPITAL IMPROVEMENT PROJECT(S)**

a.) **Reservoir No. 2 Improvements Project 2014**

Mr. Gilmore presented a verbal summary to the Board of Commissioners of a Staff report and Gray & Osborne's Progress Payment Request No. 4 reflecting work completed through June 26<sup>th</sup>, 2014, for their review. The sand blasting crews completed with the tank's original coating system removal and all of the blasted surfaces inside and outside have the priming system installed. CBI has placed the stair, landing, and catwalk components and is nearing completion of the vent, hatch, and reservoir mixing component installation. Long Painting Company is finalizing the stripe coating requirements and will begin the interior coating when CBI has completed metal fabrication installation. Long Painting Company has provided a retainage bond for the work on this project and no retainage funds have been withheld from this payment. Staff

requested the Board review, and if acceptable, approves Progress Payment Request No. 4, and direct staff to process payment to Long Painting Company as identified.

Following discussion, by motion passed unanimously, the Board of Commissioners approved Progress Payment Request No. 4 and directed staff to process a payment in the amount of \$300,084.41 to Long Painting Company.

**b.) Master Meter No. 10**

Mr. Gilmore presented a verbal summary to the Board of Commissioners of a Staff report regarding the AWWD Intertie-Master Meter No. 10 project, for their review. The Contracts have been signed and Taylor’s Excavators, Inc. has scheduled the preconstruction meeting for Thursday, July 10, 2014.

**c.) G&O Review of Bids-Decant Facility**

Mr. Gilmore presented a verbal summary to the Board of Commissioners of a Staff report regarding the Decant Facility Improvements project, for their review. The Contracts for this work have been signed and the District’s preconstruction meeting was held on June 24, 2014. The submittals for the vault and hatches have been approved and the Contractor expects the vault deliveries to allow for work to be performed in August.

**d.) Second Quarter Bills of Sale**

Mr. Gilmore presented a verbal summary to the Board of Commissioners of a Staff report listing the accepted Second Quarter Bills of Sale for Developer Extensions, representing \$1,772,792.63 of utility infrastructure added to the District by Developer contribution, for their review. Following discussion, the Board of Commissioners acknowledged acceptance of the Bills of Sale for:

| <b>PROJECT NAME</b>                           | <b>WATER</b>        | <b>SEWER</b>        |
|---|---------------------|---------------------|
| <b>2<sup>ND</sup> Quarter</b>                 |                     |                     |
| Parkland Place                                | \$123,693.54        | \$153,628.19        |
| Mill Creek East Gateway Urban Village         | 428,788.69          | 239,387.69          |
| Canton Park North (f.k.a. East Creek)         | 203,955.01          | 138,789.39          |
| LDS Meetinghouse                              | 66,262.00           | 241,029.00          |
| Camilla Lane                                  | 80,659.76           | 96,599.36           |
| <b>Total Value for 2<sup>nd</sup> Quarter</b> | <b>\$903,359.00</b> | <b>\$869,433.63</b> |

**5.) MAINTENANCE & OPERATIONS**

**a.) Resolution No. 704-District’s Intent to Sell Surplus Property**

Mr. Curran presented to the Board of Commissioners written draft of Resolution No. 704, declaring the District’s intention to sell surplus real property at public sale for a minimum price of \$550,000.00, and providing for the publication of notice and intent to sell the real property at public sale, adopted by the Board at its meeting of June 26, 2014. The Board of Commissioners executed Resolution No. 704 effective June 26, 2014.

**b.) Staff Report-Sewer Force Main Leak-Silver Firs**

Mr. Curran presented a verbal summary to the Board of Commissioners of a Staff report regarding a Sewer Force Main Leak at 15224-55<sup>th</sup> Avenue SE, Everett, for their review. On June 27, 2014, a District customer called and reported an odor to the water present in their yard. Walt Robison and Ron Berger responded to the site where the District does maintain a Sewer easement. Crews were assembled and the area prepped for excavation. The leak was discovered at 7:30 p.m. It was a 3/8" pinhole size leak located at the top of the Ductile Iron pipe. At 10:00 p.m., another 3/8" pinhole size leak was discovered in the pipe directly on top the Ductile Iron pipe like the previous leak found. Both repairs were made using a Repair band. Shoring was removed, backfill began at the site, excavation was secured, equipment was removed, and crews left the site at 11:45 p.m. The exterior of the 8" Ductile Iron pipe (Class 53 pipe, installed in 1993) appeared to be in good condition at the two leak sites. Both leaks were contained on one pipe and all known leaks were repaired. Further testing will occur on the Silver Firs Force Main to determine if there are additional leaks.

Cleanup has been ongoing and today (July 9, 2014), crews replaced a large area with new topsoil and sod, filling the areas that were tracked with equipment, and rebuilt the fence.

**6.) STAFF REPORTS**

**a.) District Engineer:**  
No Further Report.

**b.) Finance Manager:**  
Report.

**c.) Attorney:**  
No Report.

**d.) General Manager:**  
Mr. Curran reported the Garnett claim has been settled in the amount of \$1,097.33.

There being no further business before the Board, the meeting was adjourned.

**This ends the Minutes of the July 9, 2014 special meeting. The following signature page is a scanned image of the original signature page of the Minutes and certifies these are the approved Minutes by the Secretary of the Board.**

## Minute Certification

I, the undersigned, Secretary of the Board Commissioners of Silver Lake Water and Sewer District, Snohomish County, Washington (the "District"), hereby certify as follows:

1. The attached copy of the Minutes of the Meeting of Commissioners (the "Minutes") is a full, true and correct copy of the Minutes of the July 9, 2014 special meeting of Commissioners, duly adopted at a regular meeting of the Board of Commissioners of the District, held at the regular meeting place thereof on July 24, 2014, as these Minutes appear on the Minute book of the District; and;

2. A quorum of the members of the Board of Commissioners was present throughout the meeting and a majority of those members present voted in the proper manner for the approval of these Minutes.

**IN WITNESS WHEREOF**, I have hereunto set my hand this 24 day of July 2014.

**SILVER LAKE WATER AND SEWER DISTRICT  
SNOHOMISH COUNTY, WASHINGTON**

  
\_\_\_\_\_  
Rod Keppler, Secretary