

Board of Commissioners Meeting  
March 7, 2013

- I. The meeting was called to order at 10:30 a.m. by Pepper Putnam, President. In attendance were Albert Friess, Jim Larison, Mike Langley and Celeste Lilley.
- II. The minutes of the February 5<sup>th</sup> and 24<sup>th</sup> meetings were approved.
- III. The financial report was discussed and approved. Celeste reported that there were still over 20 customers who had not yet made their January payment. After considerable discussion, the Board voted to raise the late charge to \$25.00 per month.
- IV. The manager's report was reviewed and will be appended to these minutes.
- V. Old Business
  - A. The need for an emergency generator for the upper reservoir was discussed. Straits Electric is evaluating the system for usage. The generator and transfer switch are estimated to cost about \$40,000. They should be in place before the lower well pump is replaced so the community will have uninterrupted water service in the event of a power outage.
  - B. Four appraisers were contacted regarding valuation of the Taylor property. A formal appraisal would cost about \$800-1,000, an expense the District would rather avoid. President Putnam suggested that he write a letter to Dr. Taylor and submit an offer of \$21,000 (the equivalent of ten years of lease payments) plus closing costs. Commissioner Larison made and Commissioner Friess seconded a motion to write the letter as stated.
  - C. Lake Stevens Sewer District had submitted to SWD a contract for the sale of their surplus reclaimed water filter for \$10,770 including sales tax. SWD will request an amendment to the contract to clarify that payment will be made within 20 days of receipt of the equipment, but that receipt may not be for about three months when the ground dries. A reach-lift will be needed to remove the equipment from its location at LSSD. Engineering will be required for its installation at the SWD treatment plant.
  - D. A Dungeness Wastewater workshop will be attended on March 9<sup>th</sup>.
- VI. New Business
  - A. BHC Consultants has begun the preliminary engineering report and expects to be finished by April.

B. The SEPA review of the proposed treatment plant upgrades was complete. A letter of compliance was received from Clallam County with a blessing from the Department of Ecology.

C. The revised employee manual and the annual biosolids report were signed.

VII. Checks and vouchers for late February and March were approved by signature.

VIII. The meeting adjourned at 11:55 a.m.

Respectfully submitted,

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Albert Friess, Secretary