

WEST SOUND UTILITY DISTRICT
Minutes of Regular Meeting of the Board of Commissioners
Held in Office Building
2924 SE Lund Avenue, Port Orchard, WA 98366
Monday, March 15, 2010

Chairperson: James Hart
Vice Chairperson: Bill Huntington
Secretary: Susan Way
Commissioner: Jeannie Screws
Commissioner: Jerry Lundberg

Attending: Larry Curles, General Manager
Joe Redfern, Operations Manager
Denita Patton, Finance Manager
Sue Fowler, Customer Service Manager
Jennifer Branson, Accounting Clerk
Richard Gross, District Attorney

Also in attendance were Ms. Bonnie Pope and Ms. Linnie Griffin.

The meeting was called to order by Commissioner Hart at 4:30 PM

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

BOARD DISCUSSION/ACTION

Approval of Board Minutes of March 1, 2010

Commissioner Huntington moved to approve the minutes of the March 1, 2010 Board meeting. The motion, seconded by Commissioner Screws, passed unanimously.

Resolution 195-10 Award Long Lake Road Water Main

The General Manager had explained that this water main crossed private property that the Department of Ecology and EPA were cleaning up. The soil was contaminated by gasoline and a State funded contractor was removing it. The water main was a completion of the Country Junction water main. Since the contractor on site was working for a State agency and paying prevailing wages, the District sought to contract with this firm. Otherwise, a second contractor would have to have been brought in and that would cause additional complications and expenses to both the State and District. Commissioner Screws moved to approve Resolution 195-10 to award the Long Lake Water Main to Clearcreek Construction for a cost of \$22,160 plus tax.

Discussion noted that the District was waiving regular bid procedures due to the special market conditions. The motion, seconded by Commissioner Huntington, passed unanimously

Resolution 196-1 Award Kerry Lane Water Main

Kerry Lane Water Main extends the water main to better serve a section of the street. Otherwise, the County's Converse Avenue Stormwater System will interfere with the homes' water services. Five bids were received and the results are attached to the minutes. Commissioner Screws moved to approve Resolution 196-10 to award the Kerry Lane Water Main to the low bidder, Lydel Construction, for a cost of \$18,982.50 plus tax. The motion, seconded by Commissioner Way, passed unanimously.

Report on Salmonberry Generator Replacement

The District received one bid for the new Salmonberry generator. That bid was rejected due to the cost of the work. The bid package had included Well 21 to be powered by the new generator. That requirement more than doubled the cost of work and that amount exceeded the budget. New request for proposals, without Well 21, have been sent to the suppliers.

Report on Proposed USGS Groundwater Study

The USGS has invited the water purveyors and local governments to partner on creating a ground water model for Kitsap Peninsula. This would be a 4-year project and cost about \$1.4 million of which USGS would pay about 40% to 45% of the cost. The General Manager recommends that the District participate. Further water right actions and regional water planning will require accurate groundwater data. USGS is an unbiased agency that all water users can trust. Otherwise, the purveyors and tribe will continue distrusting each other's work. The Board concurred with the intent to participate in this study. Reports on the project cost and cost sharing formulas will be reported back to the Board for discussion and decision.

ATTORNEY'S REPORT

Attorney Gross and Finance Manager Patton are working with the State to have the Social Security referendum on August 2nd.

PLANT MANAGER'S REPORT

Plant Manager John Poppe was at a conference as a presenter and did not attend the meeting.

OPERATIONS FOREMAN'S REPORT

Operations Foreman Joe Redfern reported on the following:

- Well 9 is completed and the contractor has left the site. The well still needs to be tested.

- The District has begun flushing the water system. This is an annual maintenance procedure.
- The mission dialers have been installed in the sewer pump stations. The only station that does not have this system is Madrona.
- The crew area is being rearranged to eliminate the water and sewer areas.

FINANCE MANAGER'S REPORT

Finance Manager Denita Patton reported on the following issue:

- Work on the Annual Report continues.
- She is meeting with the SORT representative, Dale Webb, to review OSHA safety requirements.

CUSTOMER SERVICE MANAGER'S REPORT

Customer Service Manager Sue Fowler reported on the following:

- Deena Carpenter is off and the front counter is taking a lot of staff time.
- She is preparing the annual report to show the revenue generated by the different water tiers.

GENERAL MANAGER'S REPORT

General Manager Curles reported on the following:

- The District will be collecting the Annapolis and Karcher Creek clothes and no longer allow their use as a District uniform.
- The bid opening for Well 22 will be March 30th.
- The Spring Newsletter will be sent to the publisher this week.
- The District received 25 applications for the new treatment plant operator position.
- The employees of the year were Kyle Galpin and Wes Morrell who will be awarded 24 hours of administrative leave, as per District policy.

SIGN VOUCHERS AND RESOLUTIONS

The Board signed the accounts payable vouchers and payroll, as indicated on the attached summary sheet.

COMMISSIONER'S REPORT

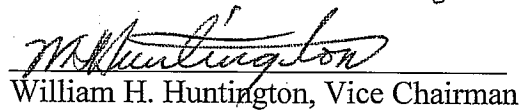
- Commissioner Screws attended the special meeting of the Washington Association of Sewer and Water Districts. She also went to a reclaimed water conference in California, representing Silverdale Water District. It was very informative and she heard several case histories about schools using reclaimed water.

- Commissioner Way attended the employee appreciation dinner.
- Commissioner Lundberg attended the employee appreciation dinner.
- Commissioner Hart attended the employee appreciation dinner.
- Commissioner Huntington attended the employee appreciation dinner.

ADJOURN

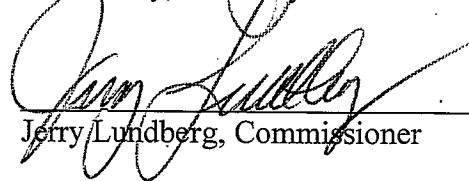
Commissioner Screws moved to adjourn the Board meeting. The motion, seconded by Commissioner Way, passed unanimously. The meeting was adjourned at 4:55 p.m.


James J. Hart, Chairman


William H. Huntington, Vice Chairman


Susan Way, Secretary


Jeannie Screws, Commissioner


Jeffrey Lundberg, Commissioner

**PAYROLL AND ACCOUNTS PAYABLE VOUCHER INFORMATION
MARCH 15, 2010 WSUD BOARD MEETING**

MARCH 2010 PAYROLL:	91926	119,484.56
	91928	51,748.07

ACCOUNTS PAYABLE:		VOUCHER NUMBERS	
	91926	17934 - 17943	16,061.06
		17944 - Void	0.00
		17945 - 17967	12,565.11
			<hr/>
		TOTAL 91926:	28,626.17

	91928	9016 - 9034	8,711.78
		9037 - 9056	32,564.94
			<hr/>
		TOTAL 91928:	41,276.72

	91932	9015	14,240.11
		9035 - 9036	2,439.32
			<hr/>
		TOTAL 91932:	16,679.43

	91933	17968 - 17969	45,210.19
		17999	3,345.55
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		TOTAL 91933:	48,555.74