

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, July 6, 2009

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

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Attending: Larry Curles, General Manager  
John Poppe, Plant Manager  
Joe Redfern, Operations Foreman  
Deena Carpenter, Customer Service Representative

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

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

BOARD DISCUSSION/ACTION

Approval of Board Minutes of June 15, 2009

Commissioner Huntington moved to approve the minutes of the June 15, 2009 Board meeting. The motion to approve the Board minutes, seconded by Commissioner Hart, passed unanimously.

Resolution 137-09 Awarding the Red Spruce Water Main Repair

This resolution provides for a contract to repair a water leak in Red Spruce Drive. The General Manager reported that the leak had increased last week to the point that the contract had to be implemented early. Commissioner Hart moved to approve Resolution 137-09 to award the Red Spruce Water Main Repair to the low bidder Caseco Associates for a cost of \$19,500. The motion, seconded by Commissioner Huntington, passed unanimously.

Resolution 138-09 Modifying Water Retail Service Area, 2200 Bethel Road

The City of Port Orchard requested that the property at 2200 Bethel Road be transferred from its retail service area to the District. The District would be the water purveyor when this property

develops. Commissioner Way moved to approve Resolution 138-09 to authorize the Interlocal Agreement to include 2200 Bethel Road into the District's retail service area. The motion, seconded by Commissioner Huntington, passed unanimously.

#### Resolution 139-09 Awarding the Deepening of Well 9

The District received four bids for the deepening of Well 9 and the bids were as follows:

Nicholson Drilling	\$107,375	Schneider Equipment	\$133,646
Hanson Drilling	\$146,216	Boart Longyear	\$219,742
Engineer's Estimate	\$152,000		

Commissioner Huntington moved to approve Resolution 139-09 to award the Deepening of Well 9 contract to the low bidder, Nicholson Drilling, for a cost of \$107,375 plus tax. The motion, seconded by Commissioner Way, passed unanimously.

#### Discussion of Bethel Road Water Main

The City of Port Orchard is proceeding with the annexation of the Bethel Road commercial corridor. This project directly affects the District and its Bethel water main project. The Board concurred in inviting Mayor Coppola to a meeting to discuss the City's plans and timing of their project.

#### Discussion of Water Cycle Conference

Representative Larry Seaquist has asked the District to host a Water Cycle Conference in which the agenda would include potable water, wastewater, reclaimed water, and stormwater. This would be similar to the Energy Summit. The Board concurred, and wants staff to seek cost sharing with other agencies.

#### ATTORNEY'S REPORT

District Attorney Gross was not at the meeting due to a scheduling conflict.

#### PLANT MANAGER'S REPORT

Plant Manager John Poppe reported on the following:

- The plant is running well.
- The Facility is working with Puget Sound Energy (PSE) for additional grants. The attached summary shows that the PSE grant program is saving electrical expenses.
- The fermentation report shows the potential for additional savings if the District modifies its biosolids process. An additional \$4,000 is requested to have CH2M-Hill assist in preparing a fermentation proposal for a new PSE grant and additional work on the CAHTS study.

- The Department of Health has approved the reclaimed water program. The District and HDR are now discussing the permit application process with Department of Ecology. Construction may be able to commence in 2009.
- The Facility continues working with the Department of Ecology on the Class B biosolids application permit. It also continues working with WSU on the Class A application program.

Commissioner Hart moved to approve an additional \$4,000 for assistance from CH2M-Hill for the fermentation and CAHTS programs. The motion, seconded by Commissioner Huntington, passed unanimously.

#### OPERATIONS FOREMAN'S REPORT

Operations Foreman Joe Redfern reported on the following:

- Cross training continues. Water and sewer employees replaced the Snug Harbor sewer pump panels.
- The Sedgwick water main construction has commenced.
- The Converse Avenue sewer pump has been tested and the punch list is being prepared.
- Water demand is increasing:
 

June 2009	79,516,900 gallons
June 2008	63,291,300 gallons

#### FINANCE MANAGER'S REPORT

Finance Manager Denita Patton was on annual leave.

#### CUSTOMER SERVICE MANAGER'S REPORT

Customer Service Manager Sue Fowler was on annual leave.

#### GENERAL MANAGER'S REPORT

General Manager Larry Curles reported on the following:

- The District staff will make presentations on GIS mapping and computerized maintenance scheduling at the next meeting.
- The Salmonberry Tank lease with Cricket Communications is almost ready for presentation.
- The District made its Public Works Trust Fund payment: \$554,318 for water-sewer and \$980,076 for plant expansion.
- The Employees of the Quarter were announced: Kyle Galpin, Michael Whitehead, and Wes Morrell

## SIGN VOUCHERS AND RESOLUTIONS

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

## COMMISSIONER'S REPORT

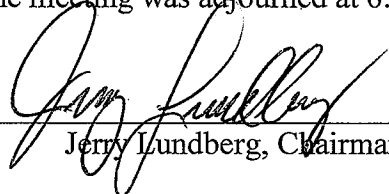
- Commissioner Screws attending the Washington Association of Sewer and Water Districts Board meeting, Leadership Development, Section Meeting and the District SAC meeting.
- Commissioner Way attended the Section 2 meeting and represented the District at the open house for sewer discussions at Belfair.
- Commissioner Huntington noted that he mistakenly used the District credit card for a personal purchase and promptly reimbursed the District. He has decided not to carry a District card unless on District travel or business.
- Commissioner Hart attended the Section 2 meeting, SAC meeting, and represented the District at the open house for sewer discussions at Belfair. He would like to have the District investigate if it could implement micro-power management to reduce its electrical expenses.

## EXECUTIVE SESSION

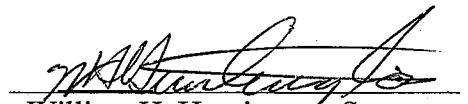
At 5:15 PM, the Board went into an executive session for 60 minutes to discuss personnel matters and potential litigation. The executive session ended at 6:10 PM.

## ADJOURN

Commissioner Screws moved to adjourn the meeting. The motion, seconded by Commissioner Hart, passed unanimously. The meeting was adjourned at 6:12 P.M.

  
Jerry Lundberg, Chairman

  
James J. Hart, Vice Chairman

  
William H. Huntington, Secretary

  
Jeannie Screws, Commissioner

  
Susan Way, Commissioner

**PAYROLL AND ACCOUNTS PAYABLE VOUCHER INFORMATION  
JULY 6, 2009 WSUD BOARD MEETING**

JULY 2009 PAYROLL:	91926	N/A
	91928	N/A

	VOUCHER NUMBERS	
<b>ACCOUNTS PAYABLE:</b>		
<b>91926</b>	16896 - 16918	26,678.34
	16920 - 16942	25,026.83
	16944 - 16946	1,068.73
	16947 - 16962	20,703.76
	16965 - 16997	29,141.87
	<b>TOTAL 91926:</b>	<b>102,619.53</b>

<b>91928</b>	8359 - 8371	5,625.91
	8373 - 8393	995,655.39
	8394 - 8407	12,171.99
	8410 - 8421	5,969.14
	<b>TOTAL 91928:</b>	<b>1,019,422.43</b>

<b>91932</b>	8372	13,506.59
	8408 - 8409	2,494.85
	<b>TOTAL 91932:</b>	<b>16,001.44</b>

<b>91933</b>	16919	14,114.95
	16943	554,318.21
	16963	83,432.96
	16964	5,000.00
	<b>TOTAL 91933:</b>	<b>656,866.12</b>