

WOODINVILLE WATER DISTRICT
1437th Regular Meeting
January 18, 2022

ATTENDANCE

Commissioners: Chuck Clarke, Aleksandra Kachakov, Pamela J. Maloney Tim Schriever, and Karen Steeb
Staff: Patrick Sorensen, Jack Broyles, Ken McDowell, Sandra Tachibana, Steve Brown, Christian Hoffman, and Jane Nicholls
General Counsel: Bill Linton

CALL TO ORDER

Commissioner Clarke called the meeting to order at 5:00 p.m.

ROLL CALL

Commissioners Clarke, Kachakov, Maloney, Schriever, and Steeb along with Attorney Bill Linton were all present via Microsoft Teams. Dial-in information was posted with the agenda on the District's website.

ITEMS FROM THE PUBLIC

Ms. Marlene Osterme and her Attorney Brandon Gribben addressed the Board regarding the easement request by Ms. Naomi Carrasquero.

ADDITIONS OR DELETIONS TO THE AGENDA: None.

MEETING AGENDA APPROVAL

It was moved by Commissioner Schriever and seconded by Commissioner Maloney to approve the January 18, 2022, Meeting Agenda. Vote 5-0-0. Motion carried. So ordered.

MINUTES APPROVAL

7 (a) December 21, 2021, Regular Meeting Minutes

It was moved by Commissioner Maloney and seconded by Commissioner Steeb to approve the December 21, 2021, Regular Meeting Minutes. Vote 5-0-0 Motion carried. So ordered.

CONSENT AGENDA

8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #99870 through #99966 and Payroll Advice #9855 through #9928 in the amount of \$786,276.36
- Sewer Maintenance Fund (09-104-0510), Vouchers #27278 through #27283 in the amount of \$352,161.88

- Water Construction Fund (09-104-3010), Vouchers #35533 through #35542 in the amount of \$131,174.26
- Sewer Construction Fund (09-104-3510), Vouchers #41000 through #41002 in the amount of \$32,505.46

1/10/2022 & 1/24/2022 A/P and 1/3/2022 & 1/18/2022 Payroll A/P

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to approve the Consent Agenda. Vote 5-0-0. Motion carried. So ordered.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

OLD BUSINESS

10 (a) Update Sewer Comprehensive Plan

Mr. Henke shared documents and spoke about the CIP projects that will be addressed. Three different scenarios are provided for improvements; Condition improvements are projects identified by the Operations department; Connection/routing improvements are situations where new customers are switched from NUD to WWD , and finally the Capacity improvements are related to pipe that will be under capacity at comprehensive plan build-out. It may take 3 to 4 years from the time it is known that the capacity is approaching 80% of the pipe to actually installing the updated pipe. The Board is requesting the cost information attached to each project and that any shared materials for future presentations be sent out prior to the meeting.

The Board feels that earthquake susceptibility should be a top priority, with contingency money ready for emergency issues.

NEW BUSINESS

11 (a) Amended Campus Landscape Agreement

Mr. Brown reviewed the details of this contract extension and mentioned the garden renovation that was just completed. Mr. Linton has reviewed and okayed this extension.

In March of 2020 staff went out for competitive bids through the MSRC for the Districts campus landscape maintenance. The lowest responsive responsible bidder was Cook Brothers LLC, located in Everett Washington. Staff would like to amend their existing contract for another two years with an 8% increase included.

Cook Brothers landscaping has done an excellent job on the maintenance of the District landscape. The owner of Cook Brothers Landscape is a licensed horticulturist and has shown a higher knowledge and ability in maintaining the demonstration garden than previous Landscapers.

When the new turn lane is installed, additional Landscape work and planting will be needed along the Woodinville Duvall Road. Staff would like to use Cook Brothers Landscape to do that work. The

cost of the additional landscaping work on the garden will be paid with money budgeted in the 2021-22 operations budget.

It was moved by Commissioner Maloney and seconded by Commissioner Kachakov to Amend the 2020 two-year professional service agreement for the Campus Landscape Maintenance for an additional two years, extending the existing contract to March 2, 2024, to Cook Brothers LLC, for an amount not to exceed \$37,963.78 (including Washington State Sales Tax) and authorize the General Manager to sign the professional service agreement. Vote 5-0-0. Motion carried. So ordered.

11 (b) Additional Leak Repair and Alarms Change Orders on the Sewer Siphon 1 Reconfiguration Project

Mr. Hoffman reviewed the report with the Board. There was an allowance for extra sealing and repair of \$20,000 for the existing structures but additional leaks have surfaced as the water table has risen over the winter. The completed work was well done, but some things were unforeseeable.

The Board has previously approved change orders in the amount of \$192,312.63 for the Siphon 1 Reconfiguration Project. A summary of these change orders is listed below. There currently are additional change order requests above this which require Board approval.

The contractor, Gary Harper Construction, is requesting an additional change order to cover the cost of the extended rental of the Xylem temporary alarm panel in the Siphon Vault. There have been delays on the project due to supply chain issues that are out of the control of the contractor. These supply issues include delays in the fabrication of the new control panel. The facility was put into gravity flow mode in mid-September 2021, but since the control panels were delayed, we lacked alarms to detect potential siphon backups. Staff requested that Gary Harper maintain in place the temporary alarm panel, that was installed for the bypass operations, during this delay period. These temporary alarms were left in place to minimize the chance of sewage backups and overflows.

Also, staff noted that there continues to be groundwater infiltration into two of the manholes on the project. The original contract allowance, for grouting/sealing, of \$20,000 was previously exceeded. Any sealing costs above that allowance require a change order. The Board has already approved change orders for extra sealing but since then additional leaks have been discovered. This is possibly due to increased groundwater levels since the last time the grouting sub-contractor, WCCL, was at the project performing grouting work.

Gary Harper has provided a cost for WCCL to repair the remaining leaks amounting to \$4,950.00 and is requesting reimbursement for Xylem Auto Dialer Rental from 9/2/21 to 2/20/22. The costs for the Xylem temporary alarm panel alarm panel is \$8,620.86. The total combined amount for this change order is \$13,570.86.

The following is a summary of prior change orders along with the updated total changes is shown below.

Prior Change Orders

CO#	Amount	Description	Comment
1	\$ 925.65	Upgrade Pump	Pump Accepted

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2	Denied	Extra pump cable	Negated by seal-off vault
3	\$ 1,695.21	Upgrade hatch and ladder	Upgrade requestee by OPs
4	\$ 3,201.60	Added electrical control	SCS (Integrator) argued out of scope
5	\$114,285.71	MH, HDPE & Dewatering	Differing site conditions, site shutdown
6	\$ 18,097.64	Electrical and seal-off vault	Items not in original contract
7	\$ 3,323.40	Additions to Control Panel	Recommended by Electrician
8	Denied	Grouting/sealing #1	Cost paid under existing bid items
9	\$ 4,571.88	Grouting/sealing #2	Field approved. Exceeded bid amount
10	\$ 1,077.00	Grouting/sealing #3	Exceeded bid amount by \$1,077.00
11	\$ 901.04	Sump Pump exchange	Switched to explosion proof pumps
12	\$ 451.43	Disposal of sub soil mats	Not in design plus wider excavation
13	\$ 813.53	Pipe/fittings (HDPE revision)	8-in barrel different than as-builts
14	\$ 39,328.41	Fittings, shoring, dewatering	Differing site conditions, and delays
15	\$ 2,308.53	Addl elect seal off handhole	Seal-off of sump power not in design
16	\$ 1,331.60	ADDL Clean out ports	Cleanouts added due to revised piping

Total \$ 192,312.63 Prior approved Change Orders.

New Change Orders

CO#	Amount	Description	Comment
17	\$ 13,570.86	Leak repair and Alarm rental.	Extra work/costs not in contract.

Summary Total:

\$ 192,312.63 Prior approved Change Orders
 + 13,570.86 New Change Orders
 \$ 205,883.49 Grand total of Approved and Pending Change Orders

It was moved by Commissioner Maloney and seconded by Commissioner Kachakov to allow General Manager authorization to approve Change Orders up to \$205,883.49 for the Siphon1 Reconfiguration Project. Vote 5-0-0. Motion carried. So ordered.

- a. General Manager's Report - Mr. Sorensen reviewed the report with the Board. Commissioner Clarke thanked staff for having test kits on hand for staff use. The Commissioners would like the Quarterly Reports to continue, they consider them to be very valuable.
- b. Engineering Report - No report.
- c. Finance Report - Mr. Broyles reviewed the report. The Board thanked Mr. Broyles for the additional ECC collections for the year was discussed. Best volume year since 2017.
- d. Operations & Maintenance Report - Mr. Brown explained the details of having a split operations crew during this omicron surge. With the District focus being on top priority projects during this time. Standby crew is doing online meetings and training. (Chuck -Auditor checking on tracking work completed by at-home staff. Pay attention to documentation.) Steve is concerned about emergency work with a short staff, but we do have mutual aid agreements in place if needed.

- e. Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) - Mr. Broyles reported on the January 6, 2021, meeting. The main topic was the rate forecast. Consent decree and asset management inventory topics were also discussed. Next regular meeting is January 26, 2022.
- f. Seattle System Operating Board - There was no meeting in January 2022.
- g. Sno-King Water District Coalition - The meeting was held January 10, 2022, via Zoom. Mr. Sorensen attended and reported that a contract was signed with the new lobbyist Jordan Clowers.
- h. Snohomish River Regional Water Authority (SRRWA) - No report.
- i. Washington Association of Sewer and Water Districts (WASWD) - Commissioner Clarke reported on the Executive Committee meeting. The Executive Committee is searching for three district people for the Section IV Seattle Committee wastewater governance model.
- j. WASWD Government Relations Committee - Commissioner Steeb reported that the committee voted to have the WASWD board monitor the developments regarding the local government utility tax.
- k. Attorney's Report - No report.

COMMISSIONER'S COMMENTS

Commissioner Maloney commented on the City of Bellevue emergency of the house sliding off its foundation. She mentioned that Bellevue's asset management program is well established and well maintained.

Commissioner Clarke talked about landslide prone areas in the area and how to best service those customers. Commissioner Steeb speculated on the liability issues.

Commissioner Schriever mentioned he requested his four free covid tests from [COVIDtests.gov](https://www.covidtests.gov). Commissioner Steeb mentioned how impressed she was with our campus landscape company, Cook Landscaping when she was onsite assisting with plant relocation.

Commissioner Kachakov echoed previous Board member comments to have the district's focus stay on a prioritization plan.

COMMISSIONER CALENDARS

All Commissioners expect to be available for the February 1, 2022, and February 15, 2022, meetings. Commissioner Kachakov will attend the WASWD in-person Commissioner Workshop on January 29, 2022, at the Lynnwood Embassy Suites. Commissioner Kachakov will email Ms. Tachibana with possible topic ideas for the Commissioner Corner article in the Pipeline.

ITEMS FROM THE PUBLIC: None.

Commissioner Clarke adjourned the regular meeting at 6:41 p.m. for a five-minute break.

EXECUTIVE SESSION

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1) (l) (C) at 6:46 pm to discuss potential litigation. The Commissioners, Patrick Sorensen, Ken McDowell, and District Counsel Bill Linton attended the Executive Session.

The Executive Session was extended at 7:18 p.m. for ten minutes.

The Executive Session was concluded at 7:28 p.m. and the open public meeting was reconvened with no action taken in open session.

ADJOURNMENT

Commissioner Clarke adjourned the meeting at 7:29 p.m.


ATTEST:



Karen Steeb - Secretary



Chuck Clarke - President



Pamela J. Maloney - Vice President



Karen Steeb - Secretary



Aleksandra Kachakov- Commissioner



Tim Schriever – Commissioner

Minutes: Jane Nicholls