



## **UTILITY BOARD REGULAR MEETING MINUTES AUGUST 14, 2018**

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### **CALL TO ORDER:**

Chair Wong called the regular meeting of the Utility Board to order at 7:00 p.m. in the Council Chambers Room at City Hall, 9611 SE 36th Street, Mercer Island, WA.

### **ROLL CALL:**

Present: Kwan Wong, Vice Chair Tim O'Connell, Tom DeBoer, Mary Grady, Stephen Milton, Will Pokorny, and Brian Thomas were present. Council Liaison Debbie Bertilin was also present.

Absent: Board Member Stephen Milton

City Staff: Jason Kintner, Public Works Director, Chip Corder, Assistant City Manager and Finance Director, Francie Lake, Deputy Finance Director, Brian McDaniel, Utilities Operations Manager, Brian Hartvigson, Right-of-Way Manager, Anne Tonella-Howe, Assistant City Engineer, Rona Lin, Water Utilities Engineer, Jen Matsuda, Administrative Assistant and Asea Sandine, Recording Secretary were also present.

### **MINUTES:**

Board Member Thomas moved to approve the minutes from the May 8, 2018 meeting. Board Member DeBoer seconded the motion. The Board unanimously approved the minutes.

### **REGULAR BUSINESS:**

#### **BOARD ELECTIONS**

Staff conducted an election for Chair and Vice Chair. Board Member Thomas nominated Board Member O'Connell for Chair. Board Member DeBoer seconded the motion. The motion carried unanimously. Board Member O'Connell was elected Chair. Board Member Thomas nominated DeBoer for Vice Chair. Board Member Wong seconded the motion. The motion carried unanimously. Board Member DeBoer was elected Vice Chair.

#### **CAPITAL IMPROVEMENT PROGRAM (CIP) PREVIEW**

Kintner shared that this CIP presentation had been delayed due to the Council meeting schedule. He added that the presentation will focus on the 2019-2020 biennium for the Utility CIP (Stormwater, Water, Sewer), and is scheduled to be presented to the City Council in November 2018. He turned the presentation over to Tonella-Howe to introduce the proposed 2019-2020 Utility CIP.

#### *Stormwater*

Tonella-Howe emphasized the proposed projects include basin improvements and conveyance system replacement projects identified in the adopted Stormwater Basin Plan. Projects identified for the Stormwater Utility include a focus on medium to small sized basins and the rehabilitation of aging piped conveyance systems. Staff has also proposed a pilot storm water treatment project that utilizes crushed oyster shells to filter out heavy metals. Staff noted that many stormwater projects require multiple permits before construction and can be delayed due to permitting agency review.

### *Sewer*

Tonella-Howe presented the 2019-2020 Sewer Utility CIP which includes projects that were identified in the updated General Sewer Plan. Priority for reinvestment within the Sewer Utility include repair and replacement of sewer pipelines, pump station and Lakeline access improvements, and replacement of the SCADA system. A new sewer project was identified at Lincoln Landing, planned for construction in 2019, to replace aging sewer pipe in the park in conjunction with a proposed Parks CIP project. This project was added to minimize construction disruptions and to prevent the park from being excavated twice within eight years.

### *Water*

Lin presented the 2019-2020 Water Utility CIP which includes the continued replacement of sub-standard water mains. Lin discussed the incorporation of water quality data as a new ranking factor, in addition to six (6) other existing ranking factors, in the prioritization and planning of pipe replacements. Other proposed water utility improvements include the construction of the Booster Chlorination Station, implementation of the Meter Replacement program and the SCADA system replacement.

Lake noted that the SCADA System Replacement (Sewer and Water) and the Water Meter Replacement projects are both in the planning stage and that the projected costs make them candidates for debt financing.

### **SOLID WASTE RFP DISCUSSION**

Kintner presented a PowerPoint which outlined the RFP timeline, contract terms, alternatives and award processes. He added that four haulers (Republic, Emerald, Waste Management and Recology) have expressed interest. Concurrently, staff are working on Industry Comment responses. Kintner recommended at least one Board Member participate in the review committee. At this time, committee meetings will likely be September, October and November. Board Members Pokorny and Thomas volunteered to participate on the review committee.

### **2018 WORK PLAN**

Staff and the Board reviewed the Workplan. It was noted there could be a potential conflict for the December meeting due to a conflict in the Council schedule. Kintner added that staff may need to add a special meeting to discuss Solid Waste RFP in October or November. He will report back at a later meeting.

**NEXT MEETING:** September 11, 2018.

**ADJOURNMENT:** 9:17 PM