

Post

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
September 10, 2015
District Office 772 Chesapeake Dr., Shelton, WA 98584**

MINUTES

PRESENT: President R. Ray, Secretary M.A. Cary, Commissioner N. Nelson, Accounting and Administrative Services Manager (AAS) M. Carnahan; General Manager (GM) M. Jeffreys arrived late due to a water leak repair.

CALL TO ORDER: The meeting was called to order at 1:00 pm.

SUBSCRIBER REMARKS: David McNabb present.

CORRESPONDENCE:

- **FROM:** Jan McMullen, HPMA RE: Asbestos cement water pipes. GM replied with a detailed explanation about the asbestos piping and water testing for asbestos.
- **TO:** Hartstene Pointe Community RE: Water leak on Pointes Drive East, potential water outage. Two separate phone calls via the Code Red system were made to the customers who would be affected by the potential water outage. An email blast was sent via HPMA.

PRESENT AGENDA: The agenda for the September 10, 2015 regular meeting was presented. AAS requested the addition of Voucher CP 36 under Bills to Be Authorized. **Commissioner Nelson moved to approve the agenda as amended. Commissioner Cary seconded. Hearing no objections, the agenda was adopted as amended.**

MINUTES: The minutes for the August 27, 2015 minutes were presented. **Commissioner Cary moved to approve the minutes as presented. Commissioner Nelson seconded. Hearing no objections, the minutes were approved.**

REPORTS:

Commissioner Reports:

- Commissioner Ray:
 - HPMA newsletter would like to include a short article about the hydrants. AAS will draft a two to three page article for the HPMA Newsletter.
 - Commissioner Ray requested an excused absence for the September 24, 2015 regular meeting. **Commissioner Cary moved to grant Commissioner Ray an excused absence for the September 24, 2015 regular meeting. Commissioner Nelson seconded. Hearing no objections, the motion passed.**
 - Rustlewood Sewer System received an award from the Department of Ecology.

Financial/Administrative Report:

- Bills to Be Authorized:

- Early Voucher 2015-21, in the amount of \$2,795.95, was presented. **Commissioner Cary moved to approve the voucher. Commissioner Nelson seconded. Hearing no objections, the voucher was approved.**
- Voucher 2015-22, in the amount of \$17,268.76, was presented. **Commissioner Cary moved to approve the voucher. Commissioner Nelson seconded. Hearing no objections, the voucher was approved.**
- Voucher CP 36, in the amount of \$10,563.70, was presented. **Commissioner Cary moved to approve the voucher. Commissioner Nelson seconded. Hearing no objections, the voucher was approved.**
- September/October billing: AAS reported on the most recent billing. The folding machine greatly reduced the AAS's work time
- Phone System: AAS reported on the updated phone/voicemail system. The system has been tested and is ready for implementation. The District is currently waiting on CenturyLink to perform the call forwarding.

Manager's Report:

- Outfall: DNR accepted the most recent survey of the outfall. The survey was filed with Mason County. Once the final report is complete, the GM will send copies to the interested parties.
- National Pollutants Discharge Elimination System (NPDES) Permit: Permit application is almost complete.
- Pointes Drive East Leak: ¾ inch poly line under the road was split and was leaking approximately 100 gallons per minute. The leak was first reported on Sunday, September 6th at around midday. It was possible that the leak was in the main asbestos cement water line, in which case, someone certified to work with asbestos cement would be required to be on site for the repair. The earliest that NW Cascade could come out with their certified individual was Thursday, September 10th. The leak was excavated and repaired without water service interruption to the community.
- WWTP Chlorine System Upgrade: GM is working with TMG Services to determine which system would work best for the wastewater treatment plant.

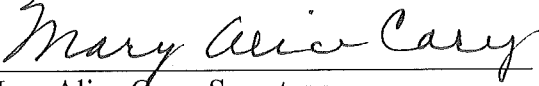
BUSINESS:

WAS Pump Station Improvement Project Contractor Selection: RH2 submitted their recommendation to award the contract for the WAS Pump Station Improvement Project to Gary Harper Construction, Inc. for their proposal amount of \$69,114.50. **Commissioner Nelson moved to award the WAS Pump Station Improvement Project contract to the lowest responsible bidder, Gary Harper Construction, Inc. in the amount of \$69,114.50. Commissioner Cary seconded.** The commissioners commenced discussion of the motion. Colombia Pacific Construction, the outfit that submitted the second lowest bid of \$76,732.29, emailed the GM and noted that the bid documents state that the mobilization bid cost may not be more than 10 percent of value of total contract; Gary Harper Construction's bid included mobilization costs that exceeded this threshold. Colombia Pacific Construction asked whether this would be recognized as a bid error. The GM responded and informed Colombia Pacific Construction that the District does not recognize the mobilization amount to be a critical bid

discrepancy and is prepared to wave the irregularity, as is the District's right under the bid advertisement and documents. **The motion passed with three ayes and zero nays.**

The meeting was adjourned at 3:30 pm.

Respectfully Submitted By:



Mary Alice Cary, Secretary

Approved at the Regular Meeting of the Board on: September 24, 2015