

DOUGLAS COUNTY SEWER DISTRICT NO. 1

REGULAR BOARD MEETING

MINUTES

February 8, 2024

Those present were:

Board of Commissioners: Cheryl Sutton, President; Greg Peterson, Vice President; and Wayne Barnhart, Secretary.

District Staff and Consultants: Darrell Winans, District Manager; and Bernita Landers, Assistant Manager / Finance Officer.

Guests: None.

CALL TO ORDER:

President Sutton called the meeting to order at 8:30 AM and led those present in the pledge of allegiance.

APPROVAL OF AGENDA:

Commissioner Barnhart requested to add The Loop Trail Crossing and The Prospective Car Wash Connection Fee to the agenda.

Commissioner Peterson moved to approve the Agenda, as amended. Commissioner Sutton seconded the motion. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA:

Commissioner Barnhart moved to approve the Consent Agenda which includes approval of the Regular Board Meeting Minutes of January 25, 2024; O&M Fund Payroll & Benefits Vouchers numbered 3015476 through 3015478 in the amount of \$149,740.67; and O&M Fund Vouchers (\$79,301.27), Capital Systems Fund Vouchers (\$2,906.87), and Construction Fund Vouchers (\$0.00), all collectively numbered 3015479 through 3015521 in the total combined amount of \$82,208.14. Commissioner Peterson seconded the motion. The motion carried unanimously.

Commissioner Sutton requested that the Minutes reflect that she has no relationship to the Sutton Apartments and the Sutton II Developer Extensions which were closed out by warrants included in the Fund Vouchers made out to Fourth Street Development.

AGENDA ITEMS:

Manager Winans requested authorization for Mike Barnett and himself to travel to treatment plants in Cheyenne, Wyoming and Hayden, Idaho to visit with staff there and gather information about the treatment processes they utilize. Manager Winans explained criteria used to choose these two locations based on similar climate and process issues, and that the Cheyenne plant also has a reuse facility. He further stated that gathering this information will be crucial to the update of the General Sewer Plan. The Cheyenne, Wyoming visit would be scheduled for some time near the end of April or the first part of May. **Commissioner Peterson moved to authorize the travel costs for Manager Winans and Mike Barnett to visit the Cheyenne, Wyoming and Hayden, Idaho treatment plants. Commissioner Sutton seconded the motion. The motion carried unanimously.**

Commissioner Barnhart led a discussion regarding ways to mitigate safety concerns at the trail crossing at the entrance to the treatment plant. After a lengthy discussion, it was determined that Manager Winans will discuss the concerns and possible solutions with representatives of the City of East Wenatchee at an upcoming meeting already scheduled for another purpose and report back to the Board.

Manager Winans reported that he had negotiated the connection fee for the prospective car wash enterprise and the project is moving forward. Manager Winans and staff are researching a draft policy that would identify different connection fee calculation methods for different commercial and industrial classes of customers.

STAFF REPORTS:

Manager Winans reported that he and Mark West are traveling to Titan Truck in the Spokane area later today to coordinate the installation of the truck bed onto the Ford F450.

Manager Winans presented a copy of a letter he will submit to the Dept. of Ecology to delegate authority to Mike Barnett to submit and sign documents and reports required in communication with the Dept. of Ecology and the Environmental Protection Agency.

Manager Winans reported on the status of the repair of the centrifuge that was shipped to Texas, and on the estimated \$12,000 to \$15,000 cost of future annual maintenance for the centrifuge. **Commissioner Peterson moved to ratify the Manager's actions to execute the repair of the centrifuge and to approve future annual maintenance costs. Commissioner Sutton seconded the motion. The motion carried unanimously.**

Manager Winans reported on challenges related to developer extensions and other projects by local governments that have historically not all included extension of sewer stubs to each parcel that the project abuts or passes by, and detailed an estimated cost of \$6,500.00 per stub. He also reported on the financial hardship that may result when a property owner is required by the Code of multiple entities to connect to the sewer system when it is available within 200 linear feet. Manager Winans proposed an update to the District Administrative Code to require developers to install sewer stubs to properties along the way of the sewer installation to service the development, and inclusion of sewer stub extension at District cost during other local

government projects. He will continue discussions with Douglas County and the City of East Wenatchee regarding code requirements related to this issue. He presented Douglas County's Grant Road & Nile Avenue project as an example of a desire to install a number of stubs during the project while they could be installed in a cost-effective manner and not require road reconstruction in the event of a future connection to the sewer system. **Commissioner Sutton moved to approve sewer stub extensions at District cost as part of Douglas County's Grant Road and Nile Avenue project. Commissioner Peterson seconded the motion. The motion carried unanimously**

COMMISSIONERS CORNER:

Commissioner Peterson stated that he would like to represent the District at the Wenatchee Valley Chamber of Commerce banquet schedule for Thursday, March 14, 2024. Staff will register his attendance.

Commissioner Barnhart reported on fraud prevention training at the WASWD Commissioners Workshop and suggested a rotating schedule of Commissioner review of accounts payable invoices included in the Approval of Vouchers for each meeting. Commissioner Barnhart will review accounts payable invoices prior to the next Board Meeting on February 22, 2024.

There being no further business to come before the Board, Board President Sutton declared the meeting adjourned at 10:00 AM.



CHERYL SUTTON
President

Excused Absence

GREG PETERSON
Vice President



WAYNE BARNHART
Secretary