



# UTILITY BOARD REGULAR MEETING MINUTES MAY 9, 2017

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## **CALL TO ORDER:**

Chairman Kwan Wong called the regular meeting of the Utility Board to order at 7:01 p.m. in the Council Chambers Room at City Hall, 9611 SE 36th Street, Mercer Island, WA.

## **ROLL CALL:**

Chairman Kwan Wong, Vice Chair Tim O'Connell, Susan Kaltenbach, Will Pokorny, Stephen Milton Brian Thomas, and Tom DeBoer were present. David Wisenteiner was absent.

City Staff: Jason Kintner, Public Works Director, Anne Tonella-Howe, Assistant City Engineer, Brian McDaniel, Utilities Operation Manager, and Asea Sandine, Recording Secretary were present.

## **REGULAR BUSINESS:**

**Motion:** O'Connell moved to approve the minutes from the March 14, 2017 meeting. DeBoer seconded the motion. The Board unanimously approved the minutes.

**Motion:** O'Connell moved to recognize and thank Susan Kaltenbach for serving on the Utility Board for the last four years. DeBoer seconded the motion. The motion carried unanimously by the Board.

## **ENTERPRISE ASSET MANGEMENT (EAM) AND CAPITAL IMPROVEMENT PROJECT (CIP) UPDATE**

Kintner shared that following the completion of the performance audit in 2016, the City started the qualification and needs search of companies to better manage city assets such as roadways, facilities, trees, surface water, wastewater systems, water utilities, and parks. The City selected Cityworks Management System with configuration and implementation being completed by Woolpert. He noted that implementation is underway with an anticipated go live date anticipated in the second quarter of 2017. He and the staff are looking to improve planning by using the data to set goals targeted on performance standards and bench marking.

### **Glenhome**

Kintner stated that this project has been budgeted. However; it is complicated due to the fact the water main runs underneath private property and requires the acquisition of new easements to proceed. He noted that the City will hold multiple public meetings prior to June 1, 2017 to determine if this project will move forward in this biennium.

### **Phase 3 Air Vac Upgrades & Booster Chlorination**

Kintner commented that these two projects are action items from the Water Advisory Action plan. He shared that the Air Vac design is set to begin in June with construction scheduled for fall of 2017. He shared the Booster Chlorination Station is designed to reduce the risk of contamination and that the design was required by Department of Health as an element of the Water Advisory Action Plan. Project construction is anticipated in 2018, but requires Council authorization prior to bid. He highlighted that

the City hopes to have the Boil Water Advisory Action items from the event completed by the end of 2017.

### **Scada Master Plan**

Kintner advised this is the alarm system that serves water and waste water and is the primary defense for monitoring utilities. This has been identified within the General Sewer Plan as an area of improvement. He shared a qualifications (RFQ) process is underway. The City is in search of a firm to develop a master plan and recommendations with a targeted completion of fourth quarter 2017. Mc Daniel added that this ties into the Booster Chlorination Station project, portions of Scada equipment need to be upgraded before other equipment can be implemented.

### **General Sewer Plan Update**

Kintner shared that this is scheduled for preliminary review by Council in April. After that the plan will then be submitted to the agency for review and scheduled for final adoption first quarter 2018. Board Member Thomas referenced a blog on next door regarding "paying the price for aging infrastructure" and advised that the cities messaging will be important for this project.

### **Sewer Catch Basin Retrofits**

Kintner concluded his updates by advising that operations have been busy with modifying existing special catch basins and annual cleaning. Special catch basins provide the last line of defense before the lakeline (sewer line).

Tonella Howe shared that Sub Basin 49B and Sub Basin 51 are slated for design in 2017. Both projects require permitting from Department of Fish and Wildlife and Army Corp of Engineers which she explained can take some time. Therefore, staff anticipate construction will begin next year (2018). She also noted that the water capital is wrapping up the 3800 BLK West Mercer Way project. She added the City has hired a contractor for the 2016 Hydrant Replacement project. Staff hopes to have that project wrapped up by the end of May 2017.

### **WORK PLAN**

Board Member O'Connell proposed an update later in the year on EAM system. Kintner suggested November. Porkony inquired about follow up discussion that was tabled regarding the King County North Mercer Way Interceptor memo. The Board requested staff recirculate the memo.

### **NEW BUSINESS:**

**ADJOURNMENT:** 8:00 PM

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Asea Sandine  
Recording Secretary