



# Southwest Suburban Sewer District Commissioner's Meeting

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*Dedicated to preserve the purity of your environment."*

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**Commissioners:**

Scott Hilsen – President  
William Tracy – Vice President  
Susan Genzale – Secretary

**Consulting Attorney:**

Eric C. Frimodt

**Consulting Engineers:**

Ken Nilsen (*Absent*)  
Cameron Ochiltree

**General Manager:**

Ron Hall (*Absent*)

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**February 21<sup>st</sup>, 2023**

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**1. Call to Order:**

Commissioner Hilsen called the meeting to order at 6:30 p.m.

**2. Also in Attendance:**

Bill Stephani and Pat Kohlbrenner.

**3. Changes or Additions to the Agenda:**

No added changes or additions.

**4. Written Communications:**

No written communication.

**5. Public Comment:**

No public comment.

**6. Consent Agenda:**

- Approval of the Minutes for the February 7<sup>th</sup>, 2023, Board meeting.
- Approval and Signing of the Accounts Payable Vouchers & Payroll.
- Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been

recorded on listings that have been made available to the Board. Vouchers are included in the attached lists, and further described as follows:

- Maintenance voucher numbers 23.0158 through 23.0204 in the total amount of \$567,861.68.
- Construction voucher numbers 23.0003 through 23.0004 in the total amount of \$117,810.05.
- Review monthly Income Report.

A motion to approve the consent agenda was made by Commissioner Hilsen, seconded by Commissioner Genzale, and unanimously approved.

**7. Business Agenda:**

Cameron Ochiltree updated the Board on BHC's status of meeting with the District and wrapping up the modeling, financial and CIP chapters of the Sewer Plan document. WSDOT fish Passage project. WSDOT has changed directions to a Design Build and will not impact our sewer line: and the MCP Electrical upgrade is nearly completed with 60% drawing & pre purchase documents for MCC/Emergency Generator/Transformers/Control panels.

Pat Kohlbrenner updated the Board on PACE's status on PS18 progress and the bid opening for Phase 2 is on 2/28 and will be awarded March/April. Also reported on the status of PS4 & PS11 progress.

Bill Stephani requested approval for Resolution 2023-02-02, amending the District's policy regarding the purchase authority of District Employees. After brief discussion, M/S/P unanimously approving the request.

**8. Manager's Comments or Reports:**

On behalf of the general manager, Bill Stephani updated the Board of the following:

- Reported on Employees appreciation event on March 2<sup>nd</sup> at Top Golf
- The sale of the Fish property is scheduled for Friday, February 24<sup>th</sup>
- Hall received an email and phone call from WA State Senator Karen Keiser in reference to the Fish property.

**9. Attorney's Comments and Reports:**

Attorney Frimodt provided an update on the Fish matter and the status of the Sheriff's Sale of the Fish Property scheduled for February 24, 2023. A general discussion ensued. No action was taken.

**10. Commissioner's Comments or Reports:**

Commissioner Tracy - Attended WASWD online meeting and reported on potential convention changes.

**11. Executive Session:**

No Executive Session.

