

Southwest Suburban Sewer District Commissioner's Meeting

October 24, 2006

Commissioner Tracy called the meeting to order at 6:00 p.m.

Present: Commissioner William Tracy
Commissioner Scott Hilsen
Commissioner Tony Genzale

Manager Steve Sandelius
Engineer Evan Henke
Attorney Eric Frimodt

The public present was Ron Hall.

Changes or Additions to the Agenda – Sandelius requested that a letter to Normandy Park concerning SWM and an executive session concerning Shaw and Betts connection charges be added to the Agenda. M/S/P approving the request.

Acknowledge Written Communications –

Sandelius submitted a letter from Tom Jovanovich, 16472 Marine View Drive, requesting sewer service by District Extension. He also submitted a staff memo, a map and project estimate. After review and discussion, the Board determined that the District Extension funds for 2006 have been spent and that Mr. Jovanovich should contact his neighbors to determine their interest in sewer service.

Sandelius submitted a memo setting forth a request for a reimbursement for the cost of a stub installation to his property on South 176th. After review and discussion, M/S/P approving a reimbursement in the amount of \$1,350 toward the cost of the installation of a 6” stub to serve his property.

Consent Agenda

After brief discussion, M/S/P approving the Consent Agenda.

- Approval of the Minutes of the Meeting of October 3rd, 2006
- 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 06.1266 through 06.1333 in the total amount of \$155,813.93.
Construction voucher numbers 06.0054 and 06.0055 in the total amount of \$11,684.18.
Approval of the Certification & Satisfaction of Liens, Additions and Adjustments
- Review and Accept King County Investment Report for Previous Month
- Review monthly Income Report

Business Agenda

Sandelius submitted a memo concerning the Retrospective Rating Program for Labor and Industries taxes offered by the Washington Association of Sewer and Water Districts. After review and discussion, M/S/P authorizing participation in the WASWD Retrospective Rating Program and authorizing Commissioner Tracy to sign the plan agreement.

Sandelius reported that minor adjustments were made to the contractual customer rates for 2007 to reflect actual expenditures in 2005. He reported that the changes reduced the rates for ValVue Sewer District by \$.36 per month per REU and reduced the rates for City of Seattle by \$.13 per month per REU. After discussion, M/S/P approving the final contractual customer rates as set forth in the October 9th memorandum prepared by Katy Isaksen.

Sandelius submitted a staff memo presenting the bid results for manhole raising. Staff recommended awarding the small works contract for raising 108 manholes to the low bidder, PCS Concrete for their bid amount of \$455.00 per manhole plus sales tax. After discussion, M/S/P awarding the small works contract to PCS Concrete.

Resolution 2006-38 - M/S/P accepting the Gregory Heights School Developer Extension as complete.

Resolution 2006-39 - M/S/P accepting the North Hill Elementary School Developer Extension as complete.

Resolution 2006-40 - M/S/P accepting the Meritage Development Developer Extension as complete.

Resolution 2006-41 – M/S/P declaring Intent to Island Annex Huntington Park East and setting the hearing date for November 28, 2006.

Resolution 2006-42 – M/S/P declaring Intent to Island Annex Lowe's Terrace #8 and Sierra Homes #2 and setting the hearing date for November 28, 2006.

Resolution 2006-43 – M/S/P authorizing the transfer of \$1,636,700 from the Construction Revolving Fund to the Construction Fund.

Sandelius submitted a memo from Terry Hoefle requesting authorization to purchase an immersible chopper pump for the in-plant pump station. After discussion, M/S/P authorizing Sandelius to approve such purchase subject to discussion with Hoefle and Henke.

Sandelius reported that credit card payments are averaging 7 payments per day and gradually increasing as more customer discover the District is now accepting credit and debit cards. He also reported that a delinquent account with a balance of \$500 paid his past due account with a credit card thus eliminating additional staff time and attorney fees related to collecting the delinquent balance.

Frimodt submitted a letter requesting an increase in his hourly rate effective January 1, 2007. He explained that his rates have not been increased since November, 2003. M/S/P approving an increase in the attorney's hourly rate to \$200 per hour.

Henke reviewed the CHS Engineers status report with the Board.

The Board reviewed the written status reports submitted by Roth Hill Engineering Partners and BHC Consultants.

Sandelius submitted a draft memo prepared by David Findlay concerning issues to be considered in the potential merger discussion with Water District 20 at the Joint Special Meeting to be held Thursday, October 26th at 3:30 pm at the District Office. Commissioner Genzale reported that he will be out of town and will miss the meeting. Commissioner Hilsen reported that he may be late due to a computer conversion at work.

Sandelius submitted the draft 2007 budget and asked the Board to review the budget and provide comments. He suggested that a thorough review of the budget could be done at a meeting in November.

Sandelius submitted a draft letter to the Normandy Park City Council concerning the City's Surface Water Management Fee. After review, the Board approved the letter with minor revision and authorized Commissioner Tracy to sign the letter.

