

Southwest Suburban Sewer District Commissioner's Meeting

December 5, 2006, 2006

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

Present: Commissioner William Tracy
Commissioner Scott Hilsen

Attorney Eric Frimodt
Manager Steve Sandelius
Engineer Evan Henke
Engineer Eric Walligorski
Engineer Craig Chambers
Engineer Gareth Gruth

There was a quorum present. Also present were George Jurisich and Cleveland Stockmeyer.

Changes or Additions to the Agenda – Sandelius requested that the Shaw settlement be added to the executive session. M/S/P approving the request.

Acknowledge Written Communications – Sandelius reported that a letter was received from Cleveland Stockmeyer concerning View Ridge Apartments, which is an item on the business agenda.

Consent Agenda

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

- Approval of the Minutes of the Meetings of November 28th, 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 06.1466 through 06.1525 in the total amount of \$116,120.31.
 - Construction voucher number 06.0065 through 06.0071 in the amount of \$167,652.36.

Business Agenda

At 6:05 pm, Commissioner Tracy called the Cormodes and Roberts Olympic View Annexation Hearing to Order. After introductions, Frimodt explained the legal significance of the Hearing and the petition method of annexation. Sandelius presented a District showing the location of the annexation and provided a brief description of the District. Commissioner Tracy opened the meeting for questions and comments. George Jurisich indicated he wants sewer service. At 6:25 pm, Commissioner Tracy adjourned the Hearing.

M/S/P approving Resolution 2006-49 approving the Cormodes and Roberts Olympic View Annexation.

Attorney Cleveland Stockmeyer requested the Board reconsider the denial of a credit adjustment for the ViewRidge Apartments because the apartments were condemned and without water. He explained the condition was created by the previous owner and not an intentional act of the current owner, similar to a fire. After discussion and a review of District policy and based on recommendations from Frimodt and Sandelius, M/S/P authorizing an 8-month credit for the ViewRidge Apartments.

Sandelius reported that Commissioner Tracy attended the Exit conference with the State Auditors Office and was informed that there were no Finding, Management comments or Exit comments for the 2005 Audit.

Sandelius submitted a revised budget for the remodel of the upper floor of the administrative office and reviewed it with the Board. After discussion, M/S/P approving the Architects budget in the amount of \$18,500 for the preparation of plans, bid documents.

Sandelius submitted information on the calculation of the proposed 2007 General Facility Charge in the amount of \$2,705 per residential connection. After review and discussion, the Board directed Frimodt to prepare a resolution adopting the 2007 GFC.

Sandelius submitted a draft job description for the position of Assistant Manager as requested by the Board. After discussion, the Board decided to defer the issue until the full Board is present.

Walligorski submitted the scope and budget for the proposed Evergreen Heights District Extension and reviewed it with the Board. After discussion, M/S/P approving the budget in the amount of \$130,000 for engineering service related to Evergreen Heights District Extension.

Chambers submitted a scope and budget for engineering service related to the installation of a mechanical sludge thickener at the Salmon Creek WWTP by District operators. After review and discussion, M/S/P approving the budget in the amount of \$14,751.00.

Sandelius submitted a draft advertisement for Statements of Qualifications for engineering services for 2007. After review and minor revision, M/S/P approving the advertisement and authorizing publication.

Commissioner's Comments or Reports

Commissioner Hilsen commented on his meeting with Karen Steel concerning landscaping around PS 18 and the emergency generator. After discussion, the Board requested staff obtain proposals for landscaping improvements at the PS and EG unit. Commissioner Hilsen also commented on his communications with XOGEN and their request for a non-disclosure agreement.

Commissioner Tracy commented on his attendance at an Interagency Interdependency conference and reported on issues discussed such as employee pooling, fuel storage capacity, employee ID security and internet back up.

Public Comment - none

Set the next Public Meeting, Dates and Times:

Regular Board Meetings: December 19th, 2006 at 6:00 pm
January 9th, 2007 at 6:00 pm

Executive Session

At 7:45 pm, Commissioner Tracy called a 10-minute executive session to order to discuss the Shaw settlement and the managers performance review. Commissioner Tracy adjourned the Executive Session at 7:55pm.

After brief discussion, the Board directed Frimodt to prepare an amendment to the Sandelius Employment agreement extending it through May, 2008 and increasing the hourly rate by \$2.00 per hour.

Adjournment: The meeting was ended at 8:00 PM

Attest:

William Tracy
President and Commissioner

Approve
 Oppose

ABSENT

Tony Genzale
Vice-President and Commissioner

Approve
 Oppose

Scott Hilsen
Secretary and Commissioner

Approve
 Oppose