

Southwest Suburban Sewer District Commissioner's Meeting

December 19, 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
Attorney Eric Frimodt
Engineer Gareth Grube

Also in attendance was Jerry Seidl.

Changes or Additions to the Agenda – None

Acknowledge Written Communications –

Sandelius submitted a letter from Karen Tom requesting the waiver of a penalty for a late payment in the amount of \$3.90. He presented a customer history for the account indicating 7 late fees have been charged on the account since October, 2003. After discussion, M/S/P denying the waiver of the penalty.

Sandelius submitted a letter from Judwiga Gabruck requesting a reimbursement of \$274.92 in interest that she paid on her installment agreement for a GFC and side sewer installation. Frimodt advised the Board that refunding the interest would be a gift of public funds that is prohibited by law. After discussion, M/S/P denying the request for the refund of interest.

Consent Agenda

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

- Approval of the Minutes of the Meeting of December 5th, 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 06.1526 through 06.1598 in the total amount of \$144,829.18.
Construction voucher numbers 06.0072 and 06.0074 in the total amount of \$8,581.42.
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 Resolution 2006-50 transferring \$2,000,000 from the maintenance fund to the construction revolving fund for the purpose of funding capital improvements. After discussion, M/S/P approving Resolution 2006-50.

Sandelius submitted the 2007 final budget and reviewed it with the Board. He advised the Board that a few minor corrections were made to the second draft budget and the trailer-mounted generator was moved to 2007 following the recent windstorm. After review and discussion, M/S/P adopting the Final 2007 Budget.

Sandelius submitted a set of memos concerning the recent storm and discussed them with the Board. The Board commended the employees for their efforts during the storm and dedication to the District.

Sandelius submitted surplus property lists from Miller and Salmon Creek WWTPs. After review, M/S/P declaring the property surplus and authorizing disposal.

Sandelius submitted a letter from King County notifying the District of the Community Dev. Block Grant in the amount of \$310,000 for the Evergreen Heights District Extension.

Sandelius submitted Resolution 2006-51 adopting the 2007 General Facility Charge. After discussion, M/S/P approving it.

Sandelius submitted a revised employment agreement that had been prepared by attorney Frimodt pursuant to the Board's request setting forth Sandelius's 2007 hourly rate and extending the agreement through May 31, 2008. After review and discussion, M/S/P approving it and authorizing Commissioner Tracy to sign the agreement.

Sandelius submitted a draft outline for the storm water policy and reviewed and discussed the draft policy with those in attendance. After discussion, the Board requested modifications to the policy and requested Frimodt prepare a resolution for adoption in January, 2007.

Sandelius submitted Resolution 2006-52 – approving the Seahurst Park Island Annexation. After discussion, M/S/P approving Resolution 2006-52.

Sandelius submitted a draft letter from the City of Seattle concerning the I & I Surcharge portion of their bill. Sandelius reported that a meeting has been scheduled for the first week in January.

Frimodt requested that the Shaw settlement agreement be moved to be moved to Executive Session. The Board approved the request. Mr. Frimodt also recommended that the Board discuss the SW Plumbing matter in Executive Session as he had been contacted by the attorney for SW Plumbing.

Sandelius submitted a draft job posting for the position of assistant manager. After review and discussion, the Board determined the job posting would be posted the first week of January, 2007 and resumes and applications accepted until February 28. The Board also requested that the posting include notice that applicants must be able to pass a drug test, physical capacity test and will be subject to a credit check and criminal background check.

The Board reviewed the written status reports.

Sandelius submitted Change Order #1 to the Marian's Park Pipe Rehab Project and reported the Change Order is a contract time extension because the asphalt overlay cannot be done until the weather warms up. M/S/P approving Change Order #1.

Sandelius submitted a memo concerning the engineering firms that submitted SOQ's. After review and discussion, M/S/P retaining BHC, CHS, PACE and Roth Hill on the engineering roster. After discussion, the Board appointed Evan Henke of CHS Engineers as General Engineer for 2007.

Sandelius submitted a memo concerning the South 176th project and reported that the estimated engineering fees will be \$52,000. After discussion, the Board requested a proposal from PACE for the project, which will be reviewed by Board and staff in January.

Commissioner's Comments or Reports – Commissioner Hilsen reported his mother has been in the hospital.

Public Comment – Jerry Seidl commented on cleaning up Puget Sound and power line damage.

Set the next Public Meeting, Dates and Times:

- Commissioner’s Meetings – January 9th, 2007 at 6:00 pm
- January 23rd, 2006 at 6:00 pm

Executive Session:

At approximately 8:20 pm, Commissioner Tracy indicated that the Board would be moving into executive session for the purpose of discussing the status of the Shaw settlement and issues relating to SW Plumbing, both of which involve actual or potential litigation. Commissioner Tracy indicated that the executive session would last approximately 10 minutes.

The executive session concluded at 8:30 pm and the regular meeting resumed. The Board indicated that the minutes of the November 28, 2006 Board meeting should be revised to clarify the Board’s action in removing SW Plumbing from the list of approved side sewer contractors and the small works roster.

Adjournment

The meeting was ended at 8:35 p.m.

Attest:

William Tracy
President and Commissioner

___ Approve
___ Oppose

Tony Genzale
Vice-President and Commissioner

___ Approve
___ Oppose

Scott Hilsen
Secretary and Commissioner

___ Approve
___ Oppose ___