

## Southwest Suburban Sewer District Commissioner's Meeting

February 6, 2007

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

Present: Commissioner William Tracy  
Commissioner Tony Genzale  
Commissioner Scott Hilsen

Attorney Eric Frimodt  
Manager Steve Sandelius  
Engineer Evan Henke  
Engineer Dwight Holobaugh  
Engineer Garreth Gruth

There was a quorum present. Also present was Brett Fish.

**Changes or Additions to the Agenda** – Sandelius requested that discussion concerning the Fish property be added to item i, that the draft general manager advertisement be added as item j, that potential litigation be added to the executive session and a Thank You letter from Skyway Water and Sewer District be added to written communications. M/S/P approving the request.

### Acknowledge Written Communications

Frimodt submitted a letter from G. Brice Martin requesting that the District accept credit card payments for multi-family accounts. After discussion, the Board denied the request and requested Frimodt send Mr. Martin a letter.

Sandelius submitted an email from Skyway Water and Sewer District thanking the District for waiving the rental fee for the tank truck in December, 2006.

### Consent Agenda

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

- Approval of the Minutes of the Meetings of January 23<sup>rd</sup>, 2007
- 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 07.0111 through 07.0181 in the total amount of \$248,968.85.
  - Construction voucher numbers 07.0007 through 07.0013 in the amount of \$111,628.76.

### Business Agenda

Resolution 2007-06 Accepting Sylvester Short plat Developer Extension as Complete. After discussion, M/S/P approving Resolution 2007-06.

Resolution 2007-07 Accepting Shorewood View Homes Developer Extension as Complete. After discussion, M/S/P approving Resolution 2007-07.

Resolution 2007-08 Accepting T & T Homes (HoganCedar Village) Developer Extension as Complete. After discussion, M/S/P approving Resolution 2007-08.

Resolution 2007-09 Accepting Bob Williams Developer Extension as Complete. After discussion, M/S/P approving Resolution 2007-09. Sandelius submitted the Payback Agreement for the Bob Williams Developer extension. After review and discussion, M/S/P approving the Payback Agreement.

Sandelius submitted memos and maps for four Temporary Service Agreements. Greg McCullough is requesting 3 temporary services for property in Evergreen Heights, phase two. Bob Williams is requesting temporary service for an existing house in Evergreen Heights, phase 2. After discussion, M/S/P approving the temporary services and authorizing Commissioner Tracy to sign the agreements.

Frimodt submitted draft language for employment eliminating criteria and reviewed it with the Board. After discussion, M/S/P approving the language as submitted and approving it for inclusion in the Personnel Rules and Regulations.

Holobaugh presented the proposed scope and budget for the design and construction management of improvements for Pump Station #2. After review and discussion, M/S/P the scope and budget request of \$142,700 for engineering services related to the improvements at Pump Station #2.

Henke submitted a memo concerning odor control modifications proposed at Salmon Creek WWTP. He reported that following a meeting at the plant site with a odor control consultant, the plans have changed. He explained the consultant indicated that it would be a waste of money to enclose the contact chamber as very little odor is generated at that location. The consultant indicated that with minor modification, the existing scrubber could handle the plants odor control needs. The primary area that needs to be enclosed is the sludge conveyor belt and truck loading area. Henke indicated the centrifuge will reduce odor release from the dewatering process. Henke indicated he will have a proposal for odor control modifications for consideration by the Board at the February 20<sup>th</sup>, 2007 meeting.

Henke submitted a memo setting forth a proposal from HWA for 4 soil borings on the Fish property for a budget of \$9,500. Frimodt recommended discussing liabilities related to the proposed soils investigation and potential litigation in executive session. Sandelius reported that the District has been looking for a site for a proposed maintenance facility that would house the new vector and camera truck for about a year and a half. One of the potential sites was the Fish property. It has now been determined by the staff and engineer that the Fish property does not meet the District's requirements and has been eliminated from consideration.

Sandelius submitted the draft advertisement package for the next general manager and requested that the Board review the package in preparation for a workshop to discuss issues related to the next manager. The Board scheduled a special meeting for March 13, 2007 at 4:00 pm to discuss the criteria for selecting the next manager.

### **Commissioner's Comments or Reports**

Commissioner Genzale commented on accepting credit cards for payments. Commissioner Hilsen reported on the status of updating the District's firewall and related software. Commissioner Tracy reported on a meeting concerning King County storm response.

### **Public Comment**

Brett Fish reported that his house adjacent to the Miller Creek WWTP is continuing to settle. A contractor that he contacted about fixing the house indicated that the water problems must be addressed before any work can be done on the house. Mr. Fish requested assistance from the District to repair the drains.

### **Executive Session**

At 7:30 pm, Commissioner Tracy called a 20-minute executive session to discuss potential litigation and potential property acquisition. At 7:50 pm, Commissioner Tracy extended the executive session for an additional 30 minutes. At 8:20 pm, Commissioner adjourned the executive session.

