

Southwest Suburban Sewer District Commissioner's Meeting

March 6, 2007

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

Present:	Commissioner Tony Genzale Commissioner Scott Hilsen	Attorney Eric Frimodt Manager Steve Sandelius Engineer Evan Henke Engineer Eric Waligorski Engineer Dwight Holobaugh Engineer Garreth Gruth
Absent:	Commissioner William Tracy	

There was a quorum present. Also present were Cheri McWethy, Jerry Seidl and Larry Zaragoza.

Changes or Additions to the Agenda – None were added to the revised agenda.

Acknowledge Written Communications – Cheri McWethy requested assistance with her temporary connection. She indicated that with construction costs exceeding \$51,000 and connection charges over \$83,000, she cannot afford to connect. After lengthy discussion, the Board determined that McWethy should contact District staff for assistance with LID formation.

Consent Agenda

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

- Approval of the Minutes of the Meetings of February 20th, 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 07.0249 through 07.0302 in the total amount of \$112,036.07.
 - Construction voucher numbers 07.0016 through 07.0020 in the amount of \$22,411.96.

Business Agenda

Sandelius requested authorization to offer permanent part-time employment to two employees that have been temporary part-time employees for the past 3 years. M/S/P approving the request.

Sandelius submitted Resolution 2007-13 relating to the Evergreen Heights District Extension Project and the use of Community Development Block Grant Funds Awarded to the District in connection with this project. After discussion, M/S/P approving Resolution 2007-13.

Sandelius submitted Resolution 2007-14 Authorizing submittal of a Community Development Block Grant Pre-Application for a Proposed Capital Improvement Project. After discussion, M/S/P approving Resolution 2007-14.

Sandelius submitted copies of the Draft Personnel Rules and Regulations and the Memo of Understanding for the Board's review. Frimodt reported that the draft PR&R need careful review and formatting. After brief discussion, the Board decided to have a special meeting to review and discuss the draft.

Sandelius indicated that the District was recently contacted by a previous insurance broker inquiring about offering an insurance quote. Frimodt stated the statutes do not require the District solicit bids for insurance coverage. After discussion, the Board determined that WGEP has provided excellent coverage and support during the past 4 years and the District will continue coverage through WGEP.

Sandelius submitted a list of surplus property from Miller Creek WWTP and requested the property be declared surplus. He indicated the property will be transported to the State Surplus Property Department or recycled. After discussion, M/S/P declaring the property surplus.

Sandelius submitted a request to purchase 2 F450's from the State Purchasing Department. After review and discussion, M/S/P approving the request.

Sandelius submitted information on a truck body for one of the new trucks just approved and requested authorization to purchase the truck body for \$9,600 prior to the delivery of the new truck. M/S/P approving the request.

Sandelius submitted a memo concerning three houses at the intersection of SW 146th and 25th SW that have failed septic systems. He requested authorization for temporary service for the three houses. M/S/P approving the request. Sandelius reported that there will be 6 temporary services on 25th Ave SW and requested authorization for staff to contact property owners in the area about forming an LID. M/S/P approving the request.

Sandelius submitted the scope and budget for the expansion of scope for the Chelsea Park Pipe Rehab Project. After review and discussion, M/S/P approving the scope and budget for Roth Hill in the amount of \$27,470.

Henke submitted the Diesel Fuel Evaluation and reviewed it with Board. Henke reported that the District's emergency generators have a peak burn rate of 1,450 gallons per day, and the total storage capacity is 3,400 gallons providing a two day reserve. Commissioner Hilsen expressed an interest in increasing the reserve capacity to a minimum of 4 days. After discussion, it was determined that options to increase storage capacity would be explored.

Gareth Grube submitted a map set forth the boundaries of the wet lands adjacent to South 176th, and reviewed it with the Board. He reported that he will be scheduling a pre-application meeting with the City of Burien for March 22nd.

Commissioner's Comments or Reports

Commissioner Hilsen submitted information on a firewall upgrade that would provide additional capabilities for the Districts network.

Public Comment

No Public comments were received.

Executive Session

At 6:58 pm, Commissioner Hilsen called for a 15-minute executive session to discuss potential litigation related to tree removal. At 7:12 pm, the executive session was extended for an additional 15 minutes. The executive session was ended at 7:26 pm.

The Board authorized Frimodt to attempt to settle the claim within parameters discussed in the executive session.

Set the next Public Meeting, Dates and Times:

Regular Board Meetings: March 20th, 2007 at 6:00 pm
 April 3rd, 2007 at 6:00 pm
Special Meeting March 13th, 2007 @ 6:00 pm

Adjournment: The meeting was ended at 7:30 PM

Attest:

Absent _____

William Tracy ___ Approve
President and Commissioner ___ Oppose

Scott Hilsen ___ Approve
Vice-President and Commissioner ___ Oppose

Tony Genzale ___ Approve
Secretary and Commissioner ___ Oppose ___