



Southwest Suburban Sewer District Commissioner's Meeting Minutes

"Dedicated to preserve the purity of your environment."

Commissioners:

Tony Genzale – President
William Tracy – Vice President
Scott Hilsen – Secretary

General Manager:

Ron Hall

Consulting Attorney:

Eric C. Frimodt

Consulting Engineer:

Craig Chambers

December 15th, 2009

1. Call to Order:

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

2. Also in Attendance:

Yosh Monzaki, Erik Waligorski, Jason Richardson & Kris Hansen

3. Changes or Additions to the Agenda:

- a) Review draft District Newsletter.
- b) Approve Resolution 2009-30 – Depository Services for Governmental Entities. (Switching banking services to US Bank.)

4. Approve Agenda:

After review of the meeting agenda, the Board unanimously approved the agenda.

5. Written Communications:

- a) Letter from Cheri McWethy.
- b) Note from Leroy Scott.

6. Consent Agenda:

- o Approval of the Minutes of the November 17th, 2009 meeting.
- o 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 09.1442 through 09.1516 in the total amount of \$115,001.79.
 - Construction voucher numbers 09.0106 through 09.0109 in the total amount of \$107,079.40.
 - Maintenance voucher numbers 09.1517 through 09.1596 in the total amount of \$330,518.58.
 - Construction voucher numbers 09.0110 through 09.0111 in the total amount of \$41,850.04.
 - Approval of the Certification & Satisfaction of Liens, Additions and Adjustments
 - Review and Accept King County Investment Report for Previous Month
 - Review monthly Income Report

A motion to approve the consent agenda was made by Commissioner Hilsen, seconded by Commissioner Tracy and unanimously approved.

7. Public Comment:

Kris Hansen shared with the Board his concerns about the landscaping work performed by Riverton Construction and Creative Brothers Landscaping on his rental property in the Bonnie Wood development. Commissioner Genzale informed Mr. Hansen that he had visited the site earlier in the day and thought that the landscaping looked great. Commissioner Genzale recommended to Mr. Hansen that he quit digging holes in the yard and let's wait until next winter to evaluate the yard. The grass needs time to develop a good strong root base. Mr. Hansen agreed to wait until next winter.

8. Business Agenda:

Chambers from BHC Consultants reviewed his written engineering status report and updated the Board on the Seahurst Beachline project.

Waligorski from Roth Hill reviewed his written engineering status report and updated the Board on Chelsea Park Phases IV & V.

Monzaki from Pace Engineering reviewed his written engineering status report and updated the Board on issues related to the Seola Beach slide.

Hall requested authorization to advertise for Chelsea Park Phase V at the end of December and early January. After brief discussion, M/S/P unanimously approving the request.

Richardson requested authorization to award the paving project on 8th Avenue SW (portion of Chelsea Park Phase IV) to Emerald Asphalt in the amount of \$58,706.00. After lengthy discussion, M/S/P unanimously approving the request.

The Board reviewed the Certificate of Elections and the oath of office was administered to Mr. Tony Genzale for Commissioner Position #3 thru the year 2015.

Commissioner Genzale called for nominations for the position of President. Commissioner Hilsen nominated Commissioner Tracy. M/S/P electing Commissioner Tracy as President of the Board. Commissioner Genzale called for nominations for the position of Vice President. Commissioner Tracy nominated Commissioner Genzale. M/S/P electing Commissioner Genzale as Vice President of the Board. Commissioner Genzale called for nominations for the position of Secretary. Commissioner Tracy nominated Commissioner Hilsen. M/S/P electing Commissioner Hilsen as Secretary of the Board. The Board determined that the term of the new officers would begin effective the conclusion of this meeting.

The Board discussed dates and times for the 2010 Public Board meetings. After lengthy discussion, M/S/P unanimously setting the first meeting of the month on the first Tuesday of the month at **6:00 p.m.** The second meeting of the month will be on the third Tuesday of the month at **6:30 p.m.** A formal resolution regarding this change will be brought back to the Board in January 2010.

Hall presented information from engineering consultants that had submitted their SOQ's for the 2010 Engineering Roster. After lengthy discussion, M/S/P unanimously decided to continue through 2010 with the current roster.

After brief discussion, M/S/P unanimously selecting Craig Chambers from BHC Engineering as the District's general engineer.

Hall presented a letter from Ms. Cheri McWethy requesting a refund for a portion of property that she sold during the final assessment of ULID 79-P2. Because the ULID assessments are final and complete with King County, the Board after brief discussion, M/S/P unanimously rejected the request.

Hall requested approval for Resolution 2009-31- transferring \$2,000,000 from the maintenance fund to the construction revolving fund. After brief discussion, M/S/P unanimously adopting Resolution 2009-31.

Hall inquired from the Board who will be attending the WASWD 2010 Spring Conference and Trade Show in Ocean Shores, WA. (April 21st thru 23rd) After brief discussion, Genzale, Hilsen and Hall will attend.

Hall requested authorization to continue the District's membership with Washington Association of Sewer and Water Districts in the amount of \$18,172.56. After brief discussion, M/S/P unanimously approving the request.

Hall informed the Board that the exit interview with the State Auditor is scheduled for Thursday, December 17th and requested that one of the commissioners attend the meeting. Commissioner Tracy volunteered to attend the meeting.

Hall presented a modified maintenance fund capital expenditures and construction funds amendment spreadsheets from the 2010 Budget. After lengthy discussion, M/S/P unanimously approving the 2010 Budget.

Hall requested the Board set a date for a Public Hearing to discuss sewer rates. After lengthy

discussion, M/S/P unanimously setting the Public Hearing date for February 2, 2010, during February's first regular Board Meeting.

Hall presented a draft District Newsletter for the Board's review. Hall requested that the Board review the Newsletter over the next couple of days and let him know if they have any recommendations or modifications.

Hall requested approval for Resolution 2009-30 – Depository Services for Governmental Entities agreement with US Bank. After brief discussion, M/S/P unanimously adopting Resolution 2009-30.

Hilsen requested the Board's approval to purchase a SonicWall with bare metal sever restore capabilities recovery backup system in the amount of \$10,965.49. After brief discussion, M/S/P unanimously approving the request and directed Hall to have the new Systems Administrator review the application requirements and to order the device by the end of the year in order to receive the discounted price.

9. Commissioner's Comments or Reports:

Commissioner Tracy commented on the City of Burien Council meeting he attended.

10. Manager's Comments or Reports:

Hall informed the Board of the following:

- a) The Annual Employee Appreciation Grill-Off will be held tomorrow at the District Office at 12:00 p.m.
- b) The Internal Revenue Service has adjusted the new business mileage rate to \$.50 per mile effective January 1st, 2010.
- c) Conducted a tour of Station #8 and the Salmon Creek WWTP with folks from Seattle Public Utilities.
- d) Status of the property search for a new maintenance facility.

11. Executive Session:

None

12. Set the next Public Meeting, Dates and Times:

Commissioner's Meetings:

January 5th, 2010 at 6:00 p.m.
January 19th, 2010 at 6:30 p.m.
February 2nd, 2010 at 6:00 p.m.
February 16th, 2010 at 6:30 p.m.

