



Southwest Suburban Sewer District Commissioner's Meeting

Dedicated to preserve the purity of your environment."

Commissioners:

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

General Manager:

Ron Hall

Consulting Attorney:

Eric C. Frimodt

Consulting Engineer:

Craig Chambers

August 21st, 2012

1. **Call to Order:**

Commissioner Tracy called the meeting to order at 6:33 p.m.

Also in Attendance:

Katy Isaksen, Galen Page & Connie Mitchell

2. **Changes or Additions to the Agenda:**

Addition of – Letters from Felicia Hines and Marie Annette Brown & Eric LeBerg

Review 2013 Contract Customer Rates with Katy Isaksen added to the Business Agenda.

3. **Approve Agenda:**

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

4. **Written Communications:**

Letter from Marie Annette Brown & Eric LeBerg (Discuss during Executive Session.)

The Board reviewed a letter from Felicia Hines requesting that the District subordinate its sewer connection charges lien against her property. The Board directed District Attorney Frimodt to contact First American Title to see if the District could assist without giving up its priority lien status.

Letter from Connie Mitchell

5. Consent Agenda:

- Approval of the Minutes for the August 7th, 2012 meeting.
- 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 12.0985 through 12.1084 in the total amount of \$488,847.06.
 - Construction voucher number 12.0033 through 12.0036 in the total amount of \$ 408,650.17.
 - 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 Genzale, seconded by Commissioner Tracy and unanimously approved.

6. Public Comment:

Ms. Connie Mitchell requested that the interest accumulation of \$6,094.50 for the District Extension providing sewer service to her father's property be waived. Ms. Mitchell's father has recently passed away. Ms. Mitchell claimed when her father (age 93) received a letter from the District in November of 2006, he had broken his hip and was admitted into a nursing home in Everett, WA. and was unaware that the interest would have accumulated over the past six years. After lengthy discussion, the Board directed General Manager Hall and District Attorney Frimodt to investigate District policy and procedures for District Extensions and notifications to property owners.

7. Business Agenda:

Craig Chambers from BHC Consultants updated the Board on the Seahurst Beachline Project, Primary Clarifier Project and the Comprehensive Plan.

Galen Page of Page & Beard updated the Board on the status of the Architectural design of the new Administration and Sewer Department site.

On behalf of PACE Engineers, Hall updated the Board on the status of the Scope of Work for the Pump Station #14 & #15 project.

Katy Isaksen was present to answer questions and to review the draft 2013 Contract Customer Rates calculation with the Board of Commissioners. After brief discussion, M/S/P unanimously approved the 2013 Contract Customer Rates. Ms. Isaksen stated that she and General Manager Hall will meet with both Valley View Sewer District and Seattle Public Utilities to discuss the new rates.

Hall requested approval to purchase new electrical switchgear in the amount of \$46,480.00 for the MCP Primary Clarifier Rehabilitation project scheduled for next summer. After brief discussion, M/S/P unanimously approved the request.

Hall requested approval to renew the District's annual insurance policy with Enduris Insurance in the amount of \$135,696.00. Hall also presented an annual report explaining all of the 2011/2012 insurance claims. After brief discussion, M/S/P unanimously approved the request.

Hall presented pictures and gave a report on the physical condition of the MCP Gravity Thickener. Hall stated that staff had to remove a portion of the fiberglass odor control cover to access the northern end of the catwalk. Upon doing so, it was noticed that extensive deterioration had occurred to the steel structure. Ken Dahl, a structural engineer with BHC was contacted to evaluate the condition of the structure. Mr. Dahl recommended contacting Mayes Testing Services to evaluate the integrity of the steel.

8. Manager's Comments or Reports:

Hall updated the Board on the side sewer connection to a storm line in the White Center area. The sewer line was connected to the storm line in 1955 with a permit number of #12. This was one of the very first connections to the District and was part of the old Roxbury Sewer District. The current property owner is requesting a refund for sewer services paid for, but not received. Upon further investigation, staff had found that the property has two sewer connections. One connection to the storm line and the majority of flow has been going to the sewer line. With this knowledge, after brief discussion, M/S/P unanimously rejects Mr. Caviness's request.

9. Attorney's Comments or Reports:

Attorney Frimodt provided the Board with a status report on several collection matters where the property owners were in bankruptcy, receivership or involved in a foreclosure. Frimodt advised that he will be discussing with the Board at the next meeting two collection matters that may need to proceed to formal litigation.

10. Commissioner's Comments or Reports:

Commissioner Tracy gave an informative summary of the Preventing Mislocates Workshop he attended on August 20th, in Bellevue.

Commissioner Hilsen requested that staff provide Blackpoint with WASWD Associate Membership information and request that Black Point inquire on giving a future presentation on what they have provided the District with.

11. Executive Session:

At approximately 8:33 p.m., Commissioner Tracy indicated that the Board would be moving into an Executive Session. Hall announced that the purpose of the Executive Session would be to discuss a letter from Marie Annette Brown & Eric Leberg with potential litigation. The initial estimate of the length of the Executive Session was 10 minutes. The Executive Session concluded at 8:45 p.m.

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

Commissioner's Meetings:

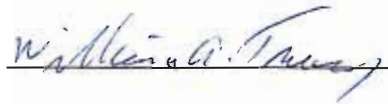
September 11th, 2012 @ 6:00 p.m.

September 25th, 2012 @ 6:30 p.m.

Adjournment:

The meeting was ended at 8:42 p.m.

Attest:



William A. Tracy

Approve

President and Commissioner

Oppose



Scott Hilsen

Approve

Vice-President and Commissioner

Oppose



Susan Genzale

Approve

Secretary and Commissioner

Oppose