



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

March 19th, 2013

1. Call to Order:

Commissioner Tracy called the meeting to order at 6:30 p.m.

Also in Attendance:

Galen Page

2. Changes or Additions to the Agenda:

Approve boundary adjustment for parcel # 322304-9213 to be served by Midway Sewer District.
Authorization to send the General Manager to the Public Financial Leadership Academy in Seattle.
Discuss Emerald Pointe.

3. Approve Agenda:

After reviewing the meeting agenda, the Board unanimously approved the agenda.

4. Written Communications:

No Written Communications.

5. Consent Agenda:

- Approval of the Minutes for the March 5th, 2013 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 13.0306 through 13.0366 in the total amount of \$303,422.63.
Construction voucher number 13.0030 through 13.0034 in the total amount of \$135,729.56.
- 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 Genzale and unanimously approved.

6. Public Comment:

No public comment.

7. Business Agenda:

Craig Chambers of BHC Consultants updated the Board on the Primary Clarifier Project and the Comprehensive Plan.

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

Galen Page from Page & Beard updated the Board on the status of the new Administration and Maintenance Facility.

Galen Page gave a presentation on the status of the new Administrative and Sewer Maintenance Buildings. Hall handed out a list of recommended removals from the scope of work in order to save District funds. After lengthy review and discussion, the Board agreed with the majority of the recommendations.

Hall brought up for discussion his conversation with Mr. Howard Call who is the property owner adjacent to the SWAMP. Mr. Call had three requests for the Board to consider. After lengthy discussion, the Board directed Hall to meet with Mr. Call to work out the details of the request.

Hall presented an Agreement with Midway Sewer District for the Board's approval for Midway to provide temporary sewer services to Parcel # 322304-9213. After lengthy discussion, the Board directed Hall to contact Midway Sewer to if a boundary adjustment could be done rather than a temporary fix.

Commissioner Tracy requested authorization to send the General Manager to the Public Financial Leadership Academy in Seattle, August 4th – 9th, 2013. After brief discussion, M/S/P unanimously approved the request.

Commissioner Tracy brought up for discussion the construction of the Emerald Pointe Apartments. Because of the steep hillside location, Commissioner Tracy wanted to know if there were any potential risks to the District's infrastructure below the building site. Hall stated that there were no potential hazards to District assets. The nearest existing sewer lines are a few hundred yards away at Seahurst Beach.

Hall presented a draft District newsletter for the Board's review and requested authorization to send it out in the next cycle of sewer service bills. After brief discussion, M/S/P unanimously approved the request.

8. Manager's Comments or Reports:

Hall updated the Board on the following:

- The Utility Inspector position has been filled by an internal candidate, Ritch Schule from the Sewer Department.
- The open Sewer Department position is now advertised internally and externally.
- Met with Katy Isaksen to discuss the financial chapter of the Comp Plan. Also discussed was funding options for the new facility.
- Discussed the option of putting together a "Citizens Advisory" Committee to review and make recommendations for future funding once the Comp Plan is complete.
- His meeting with Bob Lauderbough of CASE Forensics and Jim Houston of Travelers Insurance last week. The purpose of the meeting was to negotiate a settlement for damages caused by Tri-State Construction during the Seahurst Beach project. Total damages were \$665,000.00. The District will receive reimbursement of \$600,000.00. The difference is considered an improvement. The beach manhole that was installed was necessary for the repairs made, but will also provide access for beach line cleaning and video inspection.
- The District will now be able to close out the PWTf loan process on the beach project.
- The first ever District Blood Drive was a success. 28 participants donated. This will provide much needed blood for about 75 patients.
- We have received 4 bids for asbestos abatement of the SWAMP buildings ranging from \$20,950.00 to \$36,257.00. This Friday, a surplus company will be out to look at the surplus materials.

9. Attorney's Comments or Reports:

Attorney Frimodt reported on the status of negotiations with Public Storage for a drainage easement relating to the SWAMP project. Frimodt advised the Board that the District's engineer had recently provided all requested information relating to the design of the drainage facility to Public Storage for its review.

10. Commissioner's Comments or Reports:

Commissioner Hilsen requested the Board's authorization to have staff upgrade the District SonicWall to a high availability firewall unit, and also for a three year extension of maintenance and support. After brief discussion, M/S/P unanimously approved the request.

Commissioner Tracy commented on his meeting at SNW and the current Bond market condition and performance management measures; King County candidate workshop at the end of April; F-1 reporting and the status of the latest draft of the WASWD By-Laws.

Commissioner Genzale commented on her participation of the District blood drive and the ICS Elected Official training she will be attending at the WASWD Conference.

11. Executive Session:

At approximately 9:05 p.m., Commissioner Tracy indicated that the Board would be moving into an Executive Session. Commissioner Tracy announced that the purpose of the Executive Session would be to discuss potential litigation per RCW 42.30.110(1)(i). The initial estimate of the length of the Executive Session was 30 minutes. The Executive Session was subsequently extended for an additional 30 minutes without a formal public announcement as no members of the public were in attendance at the meeting at that time. The Executive Session concluded at 9:50 p.m.

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

Commissioner's Meetings:

- April 2nd, 2013 @ 6:30 p.m.
- April 16th, 2013 @ 6:30 p.m.
- May 7th, 2013 @ 6:30 p.m.
- May 21st, 2013 @ 6:30 p.m.

Adjournment:

The meeting was ended at 9:55 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