



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

July 16th, 2013

1. Call to Order:

Commissioner Tracy called the meeting to order at 6:35 p.m.

Also in Attendance:

Ken Nilsen, Galen Page, Brandt McCorkle, Sandy Goulet

2. Changes or Additions to the Agenda:

No changes or additions to the agenda.

3. Acknowledge Written Communications:

No Written Correspondence.

4. Public Comment:

None

5. Consent Agenda:

President Tracy motioned to delay the approval of the Consent Agenda until after review and discussion of Business Item 6C. M/s/p approving the request.

6. Business Agenda:

Craig Chambers of BHC Consultants updated the Board on the progress of the Primary Clarifier Improvement Project at Miller Creek; and the 152nd Street Alley Project. He informed the Board regarding the public meeting at Burien City Hall, the planned evening construction to accommodate the property owners and tenants, and the questionnaires and temporary construction easements for the Alley Project. Also, at the request of the District, an additional 82 feet of CIPP has been added to the project for an 8-inch line that crosses 1st Avenue South.

Ken Nilsen of Pace Engineering discussed in detail the status report on the Lift Station 14/15 Capital Project, addressing the review submittal progress and design work. He mentioned that it appears that the best option will be to utilize Directional Drilling for both line segments. He also informed the Board there was no billing for GIS Support this month.

Galen Page informed the Board on the progress status of the SWAMP project. He discussed in detail the Phase I permitting progress, budget approval, the demolition schedule and call for bids, the design development progress, the Muckleshoot review and approval, and is hoping for permitting within the next three weeks. He asked if the Board would consider holding a “special meeting” for the purpose of approving a call for bids on the demolition portion of the project. He also mentioned that there is consideration to doing just the demolition work through the small works roster process. Finalization of these issues will be on hold pending Ron Hall’s return next week.

Craig Chambers addressed the Board regarding the call for bids for the Alleyway Sewer Pipe Rehabilitation Project. He stated that resulting from the public meeting which was held on July 11th, 2013, and discussions with other property owners, the construction work will be limited to nighttime hours. This stipulation will be incorporated into the construction specifications. Efforts have also been made to obtain Temporary Construction Easements. Those are being returned daily. However, if any property owner should refuse to allow access to their property, then the new side sewer work will stop short of their property. The engineer’s construction cost estimate range was from \$400,000 to \$450,000. After brief review and discussion, m/s/p authorizing the call for bids.

The Board reviewed and discussed the Invoice from WASWD for payment of the District’s pro-rata share an additional assessment paid to the Department of Labor and Industries due to a substantial claim award assessed to the Retro Pool. After discussion and consideration, President Tracy called for a motion to disburse payment of the assessment. Commissioner Hilsen moved to approve payment, and Commissioner Genzale seconded the motion. M/s/p approving the request.

The Board reviewed the Memo from Ron Hall regarding his recommendation for sewer service to Mr. Walt Heft’s property at 437 South 206th Street, which is located halfway between a district ULID system, and the Larry Stone Developer Extension. After much discussion, the Board is directing Mr. Hall to prepare several options for Mr. Heft’s consideration, including joining with his neighbor via an easement to connect to the Stone D/E, a mutual benefit to both parties; installing the system himself, or district installation requiring a payback agreement for 10 or 15 years. M/s/p approving the directive to Mr. Hall.

The Board reviewed the memo from Ron Hall, and letter from the Public Works Trust Fund Board regarding the diversion of funds from the Public Works Trust Fund due to the passage of Senate Bill 5034. This means all 2014 public works applications will **not** be funded for the biennium of July 1, 2013 through June 30, 2015. The district's 2014 application was for the Pump Station 14 & 15 rehabilitation and elimination projects. Commissioner Tracy stated the District is now faced with a shortage of funding for two capital projects. After much discussion, the Board directed Mr. Hall to request proposals from the District's financial advisors illustrating various methods for obtaining the funding requirements.

Consent Agenda: – Item 5

- Approval of the Minutes for the July 2nd, 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 13.0813 through 13.0870 in the total amount of \$415,267.63.
 - Construction voucher number 13.0061 in the total amount of \$37,297.90.
 - 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 Hilsen and unanimously approved.

7. Manager's Comments or Reports:

No additional comments or reports, as Ron Hall was not in attendance.

8. Attorney's Comments or Reports:

Attorney Frimodt reported to the Board that he had completed the Access Agreement with Trout Unlimited relating to the fish hatchery. Ron Hall and Tim Berge have both reviewed the Access Agreement. The Access Agreement will be forwarded to representatives of Trout Unlimited for review and execution. Attorney Frimodt also advised the Board of the judicial deed of trust foreclosure action brought by Vanderbilt Mortgage against a customer and the fact that the District was named as a necessary party due to its lien for unpaid sewer charges. Attorney Frimodt indicated that he had prepared an answer to the lawsuit and sent the answer and a letter to the attorney advising him of the superiority of the District's lien. Frimodt indicated that his letter requested that the District be dismissed from the lawsuit and the outstanding amounts paid. Frimodt indicated that he would update the Board when he gets a response from the attorney for Vanderbilt Mortgage

9. Commissioner's Comments or Reports:

Commissioner Tracy inquired as to the possible attendance of district operators at the PNCWA 2013 Annual Conference in September, to be held in Bend, OR. Commissioner Tracy also presented a flyer from AAA Insurance offering water and sewer line protection coverage. He commented on the possibility of mentioning this type of insurance availability in the District's next newsletter.

Commissioner Genzale inquired regarding airline reservations for the Chicago conference, and spoke briefly about her sewer and water insurance policy and how beneficial it has been.

Commissioner Hilsen informed the Board regarding his involvement with the City of Normandy Park, and presented a letter from the Sammamish Plateau Water and Sewer District regarding their on-going issues with the City of Issaquah concerning the City's stormwater injection plan. He was interested in knowing who the author of the District's response statement was. Attorney Frimodt provided that information.

10. Executive Session:

At approximately 7:48 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 estimate of the length of the Executive Session was 10 minutes. The Executive Session concluded at 7:58 p.m.

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

Commissioner's Meetings:	July 30th, 2013 @ 6:30 p.m. (<i>Tentative</i>)
	August 13th, 2013 @ 6:30 p.m.
	August 27th, 2013 @ 6:30 p.m.

12. Adjournment:

The meeting was ended at 8:00 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