



# 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

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**September 17<sup>th</sup>, 2013**

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**1. Call to Order:**

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

**2. Also in Attendance:**

Ken Nilsen & Katy Isaksen.

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

No changes or additions to the Agenda.

**4. Written Communications:**

No written communications.

**5. Public Comment**

No public comment.

**6. Consent Agenda:**

- Approval of the Minutes for the September 3<sup>rd</sup>, 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 13.1044 through 13.1102 in the total amount of \$322,293.99.
- Construction voucher number 13.0081 through 13.0084 in the total amount of \$136,837.82.

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

## 7. **Business Agenda:**

Craig Chambers of BHC Consultants updated the Board on the Primary Clarifier Project and the 152<sup>nd</sup> Street Alley Project.

Ken Nilsen updated the Board on the PACE Engineers Scope of Work for the Pump Station #14 & #15 project and GIS Support.

Katy Isaksen presented her annual 2014 Contract Customer Rates study and reviewed its content with the Board of Commissioners. After lengthy discussion, M/S/P unanimously approved the proposed contract customer rate increase.

Hall presented a memorandum from staff requesting to purchase a replacement server. Hall stated that one of the two servers was due for replacement and staff has been working with Blackpoint IT Services in determining what was needed with upgrades. After brief discussion, the Board decided to table the request until the next Board meeting to give Commissioner Hilsen time to review the Blackpoint proposal.

The Board of Commissioners reviewed a letter to the Washington Association of Sewer & Water Districts prepared by Attorney Frimodt concerning the District Board's concerns with the proposed modifications to the current association's bylaws. After lengthy discussion, M/S/P unanimously approved and signed the letter.

Hall stated that he had met with the District's employees Union to discuss "Shift Differential Pay". Hall proposed to the Union the following language be added to the Union contract through a Memorandum of Agreement – (**Section 5.6 Shift Differential Pay** - *Employees who are temporarily scheduled to work between the hours of 6:00 PM and 12:00 AM will be compensated five percent (5%) per hour in addition to their regular straight-time hourly rate of pay. When the employee is temporarily scheduled to work between the hours of 12:00 AM and 6:00 AM, the employee will be compensated ten percent (10%) per hour in addition to their regular straight-time hourly rate of pay. The shift differential pay is for temporary management assigned work schedules only and does not include any overtime or "on-call" work.*) After brief discussion, M/S/P unanimously approved the request.

## **8. Manager's Comments or Reports:**

Hall updated the Board on the following:

- Late in the evening on Friday, September 13<sup>th</sup>, it was reported to the District that sewage was coming out of the ground at our Normandy Park pump station. Unfortunately, we came to realize that the Pump Station force-main was broken. Our initial attempts to locate the leak failed and we were not sure what to do next. Staff remembered that WD #20 owns leak detection equipment for water mains, so we called hoping that it might work for our situation. Chris Cordy of Water District #20 showed up with his equipment and was able to give us a general idea of where the leak might be. When District crews dug up the force-main, we found that the break was very close to where Chris had marked it. Hall stated that he was very grateful for Chris's assistance. Hall also expressed his thankfulness towards the District staff that came out on a late Friday night and worked from approximately 8:00 p.m. to 4:00 a.m. the following morning, and worked their tails off to get the repair made. The employees were Bill Stephani, Pete Sanchez, Milton Myers, Victor Luna & Micah Steinhauer. The same crew came back a little later in the morning with the addition of Ritch Schule and Sean Heflen to complete the repair.
- The District held a Pre-Con meeting with Sahli Construction last Friday for phase 1 of the SWAMP project. The Demolition project will get started later this week. The District held another blood drive in partnership with Puget Sound Blood Bank on Monday, September 16<sup>th</sup>.
- Hall attended the 1<sup>st</sup> Ave South Phase II ribbon cutting for completion of the project.
- Purchased three sets of speed humps to be installed on the access road to Miller Creek Facilities.

## **9. Executive Session:**

At approximately 7:42 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 10 minutes. The Executive Session concluded at 7:48 p.m.

## **10. Attorney's Comments and Reports:**

## **11. Commissioner's Comments or Reports:**

Commissioner Tracy commented on an advertisement he read on insurance coverage for water and sewer in addition to his questions and comments on construction of the Emerald Pointe Apartments.

All three Commissioners commented on draft language recommendations to the Washington

