



Southwest Suburban Sewer District Commissioner's Meeting

Dedicated to preserve the purity of your environment."

Commissioners:

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

General Manager:

Ron Hall

Consulting Attorney:

Eric C. Frimodt

Consulting Engineer:

Craig Chambers

June 20th, 2017

1. Call to Order:

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

2. Also in Attendance:

Ken Nilsen.

3. Changes or Additions to the Agenda:

Added to the Business Agenda: Approve Strider Construction Co. pay request #008.

4. Written Communications:

No Written Communication.

5. Public Comment

No Public Comment.

6. Consent Agenda:

- Approval of the Minutes for the June 6th, 2017 Board 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 17.0657 through 17.0699 in the total amount of \$864,886.51.
- Construction voucher numbers 17.0071 through 17.0078 in the total amount of \$221,174.26.
- Approval of the Certification & Satisfaction of Liens
- Review and Accept King County Investment Report for Previous Month.
- Review monthly Income Report.
- Review District Financials.

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

7. **Business Agenda:**

Craig Chambers updated the Board on BHC Consultants monthly report on the Salmon Creek solids handling design.

Ken Nilsen updated the Board on PACE Engineer's monthly report on Lift Station 14/15 retrofit, 8th Ave. slope stability, and the Emerald Pointe Lift Station.

Hall requested approval for Pease & Sons, Pay Application #011 for worked performed on the new Administration and Maintenance Facility in the amount of \$1,059,064.66. After brief discussion, M/S/P unanimously approving the request.

Hall presented a letter received form Chad & Kelle Ingham requesting authorization to install grinder pumps to three lots through a "sewer availability" letter. Mr. & Mrs. Ingham are in the process of marketing the properties and need documentation to show sewer is available. After lengthy discussion, M/S/P unanimously approving the request, after modifications, as directed by the Board are made to the "sewer availability" letter by attorney Frimodt.

As a follow up to the last Board meeting, Hall researched the history of successful ULID projects. Over the past 20 years, there have only been three ULID projects. They were in 1999, 2000 and the last project was in 2007. This is an average of about eight new sewer connections per year. Hall also stated that the District doesn't have any employees within the Inspection Services Department that has any experience in assisting residents in forming a ULID. District staff reviewed and updated the District's ULID instruction manual and sent it to Attorney Frimodt for his review. Frimodt has provided Hall with his reviews and comments.

The District has been contacted by a resident who is interested in sewer service for her herself and neighbors. Hall recommends the following: 1) Any petition carried must follow the comprehensive sewer plan. 2) The District will identify properties along the proposed sewer system identified in the comprehensive plan. 3) The District will notify potential petitioner estimated construction costs range, GFC & monthly sewer rates; time table, how project will be financed, accruing interest, how the assessment can be paid, side-sewer responsibilities, etc. 4) The District agrees to mail a ULID information packet to all of the property owners to seek potential interest.

Hall also stated that he and consultant Katy Isaksen will soon have a proposal and budget to provide sewer service to unsewered neighborhoods through annual District extensions. Hall stated that he believes this will be a much more efficient way to provide sewer service to the estimated 3,500 homes within the District's boundaries that currently are still on septic systems.

8. Manager's Comments or Reports:

Hall updated the Board of the following:

- Water District #49 had contacted him about potentially renting the District's administration building for a 6-9 month period, while they remodel their office building. Hall stated that the timing would work for the District. WD #49 will want to rent the District's office when SWSSD moves into the new facility. Hall shared his pros and cons, but thought it may be beneficial to the District if WD #49 rented the office while the District has the building for sale. After brief discussion, M/S/P unanimously authorizing Hall to contact WD #49 for further discussion.
- District mechanic, Michael Grasser had resigned for a position at Boeing.

9. Attorney's Comments and Reports:

Attorney Frimodt advised the Board regarding the status of his review of a number of issues raised by the Code Publishing Company relating to the updating of the District's Code. Frimodt advised that once he completes his review, Code Publishing should be able to finalize the draft Code that will be subject to an additional review by the District staff, the Board and legal counsel.

10. Commissioner's Comments or Reports:

No Commissioner Comments.

11. Executive Session:

At approximately 7:40 p.m., Commissioner Hilsen indicated that the Board would be moving into an Executive Session. Hilsen announced that the purpose of the Executive Session would be to discuss potential litigation pursuant to RCW 42.30.110(1)(i). The initial estimate of the length of the Executive Session was 10 minutes. The Executive Session was subsequently extended for an additional 5 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 7:55 p.m.

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

Commissioner's Meetings - July 6th, 2017 @ 6:30 p.m.
July 18th, 2017 @ 6:30 p.m.

13. Adjournment:

The meeting was ended at 8:00 p.m.

Attest:

Scott Hilsen Approve

President and Commissioner Oppose

Suzy Genzale Approve

Vice-President and Commissioner Oppose

William Tracy Approve

Secretary and Commissioner Oppose