



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

Consulting Attorney:

Eric C. Frimodt

Consulting Engineers:

Ken Nilsen
Cameron Ochiltree

General Manager:

Ron Hall

May 15th, 2018

1. Call to Order:

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

2. Also in Attendance:

Mesfin Mekonnen.

3. Changes or Additions to the Agenda:

Added authorization to hire two employees to the Business Agenda.

4. Written Communications:

No Written Communication.

5. Public Comment:

No Public Comment.

6. Consent Agenda:

- Approval of the Minutes for the May 1st, 2018 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 18.0466 through 18.0513 in the total amount of \$834,212.13.
- Construction voucher number 18.0054 through 18.0058 in the total amount of \$115,632.76.
- Review monthly Income Report.

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

7. Business Agenda:

Cameron Ochiltree updated the Board on BHC Consultants monthly report on the Salmon Creek solids handling design and the Beverly Park Sewer Extension.

Ken Nilsen had nothing to report.

District Accounting Supervisor Mesfin Mekonnen presented the Finance and Accounting Department annual report to the Board of Commissioners. Mr. Mekonnen also presented the draft 2017 Financial Report for the Board's review. After brief discussion, M/S/P unanimously approved the annual report. Commissioner Tracy thanked Mr. Mekonnen for his new outline of the Financial Report and that it was well presented and much easier to follow and review.

Hall requested authorization to purchase a new PLC for the Miller Creek Wastewater Treatment Plant disinfection system in the amount of \$18,956.00, plus WSST. After brief discussion, M/S/P unanimously approving the request.

Hall requested authorization to hire two employees to fill the recent retirement of Pete Sanchez and the June, 2018 retirement of Steve Abegglen. After brief discussion, M/S/P unanimously approving the request.

8. Manager's Comments or Reports:

Hall reported on last week's move from the old office building into the new office. Hall stated how impressed he was with the efforts of all of the administration, inspection, safety and IT/IS departments. Everyone worked extremely hard and well together in a very successful transition into the new facility. Hall also commented on some of the final punch list items still needing completion, which includes landscaping.

Hall presented an outline for an open house for the Board's review and comment.

9. Attorney's Comments and Reports:

Attorney Frimodt provided a status report to the Board regarding the King County Franchise Ordinance litigation. Attorney Frimodt also reported to the Board on a recent audit performed by the Department of Retirement Systems (DRS) of another district's compliance with required procedures. Frimodt indicated that this is a relatively new audit program which may be required of

