



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 (*Absent*)

General Manager:

Ron Hall

June 5th, 2018

1. Call to Order:

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

2. Also in Attendance:

No others in attendance.

3. Changes or Additions to the Agenda:

No additions to the agenda.

4. Written Communications:

No Written Communication.

5. Public Comment

No Public Comment.

6. Consent Agenda:

- Approval of the Minutes for the May 15th, 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 18.0514 through 18.0581 in the total amount of \$363,923.82.
- Construction voucher numbers 18.0059 through 18.0062 in the total amount of \$36,035.12.
- 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:

Hall presented a draft list of invitees and a draft invitation for the new Administration and Maintenance Facility Open House. Commissioner Tracy requested several other individuals be added to the invitation list. After brief discussion, M/S/P unanimously approving the invitee list in invitation.

Hall requested authorization to advertise to bid for the Beverly Park District Extension. After brief discussion, M/S/P unanimously approving the request

8. Manager's Comments or Reports:

Hall reported on the following:

- Status of the Salmon Creek WWTP and Miller Creek WWTP NPDES permits.
- Commissioner compensation will be increased to \$128.00 per meeting with an annual maximum of \$12,288 per year effective July 1st, 2018.
- He had received a presentation from staff on CMMS AllMax maintenance software. Hall supported staff's desire to purchase the software, stating that it will improve their ability to track equipment maintenance and asset management. Hall inquired from Commissioner Hilsen if he also wanted a presentation from staff prior to requesting Board approval. Commissioner Hilsen stated that he would like to see a presentation from staff.
- Hall stated that he had hired Mark Fogle and that he, Operations Supervisor Tim Berge and Maintenance Supervisor Bill Stephani were excited about his return to the District.
- Hall stated that he and a few other staff members will be interviewing candidates tomorrow for the other vacant position at the Salmon Creek Plant.
- There will be a staff meeting on Wednesday, June 13th. Hall has invited Rachael Schneider, a retirement plan councilor from the Washington State Department of Retirement Systems to discuss the PERS 2 & 3 plans, and to also discuss deferred compensation options. Commissioner Genzale stated that she would like to attend the meeting.
- The Sewer Maintenance staff has moved into the new facility and they hope to have all of their equipment transferred to the new facility by the end of June.
- Hall stated that he would like to set up one-on-one meetings with each of the commissioners and will call them later this week to see when their schedules would be open for availability.

9. Attorney's Comments and Reports:

Attorney Frimodt had no comments or reports.

10. Commissioner's Comments or Reports:

Commissioner Hilsen shared his concerns with the design of the two rain gardens in front of the new administration building, and stated that it is important to him that the entrance landscaping be greatly improved. Hall stated that he and staff shared his concern and that both BHC and PACE were evaluating the design and will be proposing alternatives. Commissioner Hilsen also requested that bug zappers be installed to help alleviate the mosquito population.

Commissioner Tracy commented on his attendance of the White Center Town Meeting. Commissioner Tracy also had questions concerning manholes at the intersections of 108th & 8th SW and 8th SW & 102nd. Hall stated that he will have staff contact him this week.

11. Executive Session:

At 7:32 p.m. the Board convened an executive session to discuss litigation RCW 42.30.110(1)(i); It was announced that that executive session would last for 15 minutes. The executive session concluded at 7:44 p.m.

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

Commissioner's Meetings	-	June 19 th , 2018 @ 6:30 p.m.
		June 26 th , 2018 @ 10:00 a.m. " <i>Special</i> "
		July 3 rd , 2018 @ 6:30 p.m.
		July 16 th , 2018 @ 7:00 p.m. " <i>Section IV</i> "
		July 17 th , 2018 @ 6:30 p.m.

