



# Southwest Suburban Sewer District Commissioner's Meeting

*Dedicated to preserve the purity of your environment."*

**Commissioners:**

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

**Consulting Attorney:**

Eric C. Frimodt

**Consulting Engineers:**

Ken Nilsen  
Cameron Ochiltree

**General Manager:**

Ron Hall

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**January 22<sup>nd</sup>, 2019**

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**1. Call to Order:**

Commissioner Tracy called the meeting to order at 6:32 p.m.

**2. Also in Attendance:**

No others in attendance.

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

Added approve pay request #4 to Shoreline Construction and an Executive Session.

**4. Written Communications:**

No written communication.

**5. Public Comment:**

No Public Comment.

**6. Consent Agenda:**

- Approval of the Minutes for the January, 8<sup>th</sup>, 11<sup>th</sup> and 15<sup>th</sup>, 2019 Board meetings.
- 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 19.0065 through 19.0128 in the total amount of \$378,675.02.
- Construction voucher number 19.0006 through 19.0007 in the total amount of \$30,535.92
- Review monthly Income Report.

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

## **7. Business Agenda:**

Ken Nilsen updated the Board on PACE's design for Pump Station #18 and the status of his engineering report for Mrs. Sitterley's home.

Cameron Ochiltree updated the Board on BHC's status of the Salmon Creek Solids Handling project and the Beverly Park District Extension.

As directed by the Board at the January 8<sup>th</sup> meeting, Hall presented past Accessory Dwelling Unit (ADU) minutes, District regulations and resolutions for the Board's review to assist them in evaluating Mr. Osterberg's request for a refund of his past ADU payment. After careful consideration and brief discussion, M/S/P unanimously denying Mr. Osterberg's request for a refund.

After careful research and evaluation, Commissioner Tracy removed his request for reconsiderations for Resolution 2018-12-03, increasing the District's monthly street light charge from \$1.00 to \$2.70 and the Board, M/S/P unanimously approving the removal of his request for reconsideration.

Hall presented Resolution 2019-01-02, adopting a Meeting Room Use Policy, with attached "Meeting Room Use Policy" and the "Meeting Room Use Agreement". After lengthy discussion, the Board directed Attorney Frimodt to make the recommended minor language changes to the policy and M/S/P unanimously approving Resolution 2019-01-02.

Hall requested authorization to send Mesfin Mekonnen to the Governmental Officers Association 113<sup>th</sup> Annual Conference in Los Angeles, May 19<sup>th</sup> – 22<sup>nd</sup>, 2019. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval of the 2019 Annual Budget. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for Pay Request #4 to Shoreline Construction in the amount of \$297,998.02. After brief discussion, M/S/P unanimously approving the request.

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

No Comments or Reports.

**9. Attorney's Comments and Reports:**

Attorney Frimodt reported to the Board on the status of collection efforts on the Bass account. Frimodt indicated that this property was recently sold at a foreclosure sale which may provide an opportunity to receive payment from the new owner. His office will be following up with US Bank.

**10. Commissioner's Comments or Reports:**

No comments or reports.

**11. Executive Session:**

A 20 minute Executive Session was called to order to discuss actual and potential litigation pursuant to RCW 42.30.110(1)(i). The Executive Session began at 7:38 p.m. At 7:58 p.m., the Executive Session was extended for 15 additional minutes, then again for an additional 10 minutes. The Executive Session ended at 8:23 p.m.

