



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

February 19th, 2019

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:

Added approve purchasing Builders Coverage Insurance for the Salmon Creek Solids Handling Project and adding a 10 minute Executive Session.

4. Written Communications:

No written communication.

5. Public Comment:

No Public Comment.

6. Consent Agenda:

- Approval of the Minutes for the February, 5th, 2019 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 19.0179 through 19.0216 in the total amount of \$326,763.29.
- Construction voucher number 19.0013 through 19.0015 in the total amount of \$805,014.53
- 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.

Hall requested approval for Resolution 2019-02-01, accepting the Vintage #208 Developer Extension as complete. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval to purchase Builders Risk Coverage Insurance for the Salmon Creek Solids Handling Project in the amount of \$39,239.00. Hall stated that the 22 month policy would also provide earth movement and flood insurance. After brief discussion, M/S/P unanimously approving the request.

8. Manager's Comments or Reports:

Hall reported on the following:

- Presented a "site work claim resolution letter" that was sent to Pease & Sons in an effort to close out construction of the Administration and Maintenance Facility project.
- Presented a copy of the District Newsletter that will be sent out with the next two billing cycles.
- Notified the Board that the District has not adjusted the General Facility Charges (GFC) since November 2013. Hall requested authorization to calculate the proper GFC and present it to the Board at a future meeting for their consideration. After lengthy discussion, The Board directed Hall to contact Katy Isaksen to perform the GFC calculation.
- Hall requested to set up a "Special" Board meeting to provide a thorough status report of the Salmon Creek Solids Handling Project. After brief discussion, the Board decided to have the meeting on March 14th, 2019, at 8:00 a.m.

9. Attorney's Comments and Reports:

Attorney Frimodt reported to the Board on the status of the King County Franchise Ordinance appeal. Frimodt advised the Board that King County recently requested a second extension of time for the filing of its opening brief due to the snow, which was granted by the court. King County's brief is now due on March 1, 2019.

Frimodt also reported on the status of the Burien franchise negotiations. Frimodt indicated that proposed franchise templates for both sewer and water services that were developed through input from six districts were provided to the City of Burien on Friday, February 15. Frimodt advised the Board that the districts will be meeting with representatives of the City of Burien on Thursday, February 28th to discuss the proposed franchise templates. Further updates on the status of negotiations will be provided in the future.

Frimodt also reported on the status of the Bass account collection matter. Frimodt indicated that payoff information has been provided to US Bank Trust and it is anticipated that the District will receive full payment of the outstanding amount of approximately \$10,000 in the near future.

10. Commissioner's Comments or Reports:

Commissioner Tracy reported on the RWQC calculation for the capacity charge. Commissioner Tracy also inquired on the status of the front-end landscaping.

Commissioner Hilsen recommended to the other Board members to offer the District meeting room for future WASWD Section IV meetings. Commissioner Hilsen also inquired on the status of the entrance sign.

11. Executive Session:

A 20 minute Executive Session was called to order to discuss actual litigation pursuant to RCW 42.30.110(1)(i). The Executive Session began at 7:14 p.m. The Executive Session ended at 7:24 p.m.

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

Commissioner’s Meetings -

March 5th, 2019 @ 6:30 p.m.
March 14th, 2019 @ 8:00 a.m. “Special”
March 19th, 2019 @ 6:30 p.m.
April 2nd, 2019 @ 6:30 p.m.
April 16th, 2019 @ 6:30 p.m.

13. Adjournment:

The meeting was ended at 7:25 p.m.

Attest:

William Tracy ___ Approve
President and Commissioner ___ Oppose

Suzy Genzale ___ Approve
Vice-President and Commissioner ___ Oppose

Scott Hilsen ___ Approve
Secretary and Commissioner ___ Oppose