



# 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 (*Absent*)

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**March 5<sup>th</sup>, 2019**

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**1. Call to Order:**

Commissioner Tracy called the meeting to order at 6:33 p.m.

**2. Also in Attendance:**

Mesfin Mekonnen filled in for Manager Ron Hall, who was at an industry conference. Also in attendance was Mr. Sean Choi & Ms. Kelby W.

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

No Changes or Additions.

**4. Written Communications:**

The District received a letter from Mr. Sean Choi. Mr. Choi was also in attendance to express the circumstances of his home on 11860 1<sup>st</sup> Ave. South. Mr. Choi was upset that the District took longer than anticipated in completing the Beverly Park District Extension and he requested that the District should cover 100% of the General Facility Charges and 100% of the Local Facility Charges. Mr. Choi expressed that the delay in the project cost him significant temporary housing expenses. After lengthy discussion, Attorney Frimodt recommended having further discussion on Mr. Choi's request during Executive Session. The Board agreed.

**5. Public Comment**

No other Public Comment.

## **6. Consent Agenda:**

- Approval of the Minutes for the February 19<sup>th</sup>, 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 19.0217 through 19.0267 in the total amount of \$197,549.14.
  - Construction voucher numbers 19.0016 through 19.0021 in the total amount of \$155,323.34.
  - 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:**

Mekonnen requested approval for Resolution 2019-03-01, accepting the Seattle Gateway Center 1 as complete. After brief discussion, M/S/P unanimously approving the request.

Mekonnen requested approval to purchase a new CUES side sewer push camera in the amount of \$10,450.00. After lengthy discussion, Commissioner Hilsen requested additional information on the resolution of the camera and suggested tabling the approval until the next meeting after staff has provided the requested additional information.

Mekonnen requested approval to purchase a new CUES LAMP mainline camera and other equipment upgrades in the amount of \$100,743.50. After lengthy discussion, Commissioner Hilsen requested additional information on the resolution of the camera and suggested tabling the approval until the next meeting after staff has provided the requested additional information.

Mekonnen requested approval to purchase a Financial Software Upgrade. The additional software package in the amount of \$37,220.00, will be added on the initial software package already approved and purchased. Commissioner Hilsen requested a speed test evaluation after the installation of all software purchased to make sure the server is not too slow for the District employees. Mekonnen stated that the speed test evaluation will be conducted after everything is completed and he will update Commissioner Hilsen accordingly. After brief discussion, M/S/P unanimously approving the request.

Mekonnen requested approval for the Salmon Creek WWTP Improvement Project, Change Order #2 in the amount of \$33,779.00. Cameron Ochiltree updated the Board on this change order and after brief discussion, M/S/P unanimously approving the request.

Mekonnen requested approval for Pay Request #3 for the Salmon Creek WWTP Improvement Project in the amount of \$392,480.00. After brief discussion, M/S/P unanimously approving the request.

**8. Manager’s Comments or Reports:**

On manager Hall’s behalf, Mr. Mekonnen reported that Hall had set up a meeting with Katy Isaksen and himself to discuss calculating General Facility Charges. Also, the status of negotiations for a franchise agreement with the City of Burien. And, reminded the Board of the March 14<sup>th</sup>, 8:00 a.m. “Special” Board Meeting to discuss status of the Salmon Creek Solids Handling Project.

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

Attorney Frimodt updated the Board on the status of the Bass accounts, including the installment payment agreement. Frimodt reported that the District received a check for all amounts due and owing from the bank. As a result, this matter is resolved. Frimodt noted that this was the only outstanding installment payment agreement matter so it is nice to close this one out. Frimodt also reported on the status of the local water-sewer districts’ meeting with the City of Burien on the franchise negotiations. Frimodt indicated that he would provide further updates on the status of negotiations with Burien in the future.

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

No Commissioner Comments or Reports.

**11. Executive Session:**

The Executive Session was called to order at 7:30 p.m. to discuss actual litigation pursuant to RCW 42.30.110(1)(i) and to discuss Mr. Choi’s request, began. The announced time for length of an Executive Session was 20 minutes. The Executive Session began at 7:30 p.m. and ended at 7:50 pm.

At 7:55 p.m., the meeting went back into general session. In response to Mr. Choi’s request, Commissioner Hilsen explained what was discussed during Executive Session and the Board unanimously approved a \$1,000.00 credit towards Mr. Choi’s property’s Local Facility Charge. Mr. Choi expressed his dissatisfaction with the Boards decision in not covering all of his out-of-pocket sewer connection expenses. Commissioners Hilsen expressed to Mr. Choi that if he wished, he could make a claim through the District’s insurance provider.

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

Commissioner’s Meetings	-	March 14 <sup>th</sup> , 201 @ 8:00 a.m.
		March 19 <sup>th</sup> , 2019 @ 6:30 p.m.
		April 2 <sup>nd</sup> , 2019 @ 6:30 p.m.
		April 16 <sup>th</sup> , 2019 @ 6:30 p.m.

