



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

April 2nd, 2019

1. Call to Order:

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

2. Also in Attendance:

Nancy Tracy was in attendance.

3. Changes or Additions to the Agenda:

Added correspondences from Ms. Bobby Lynn Rice and Ms. Christina Leveto to Written Communications.

Added Approve Salmon Creek Plant Solids Handling Project Pay Application #4, Discuss back billing to King County Housing Authority, Approve purchase of "Historical Records Backup Drives", Approve Resolution 2019-04-01, Transfer of funds from the Construction Revolving Fund to the Construction Fund to the Business Agenda.

4. Written Communications:

The District received a letter from Mr. Jim Lee, who is the owner of the Debra Lynn Apartments at 11002 16th Ave SW. The apartment complex suffered severe fire damage to six of the seven rental units and will need to be completely rebuilt. Mr. Lee is requesting to not have to pay a sewer bill for the six damaged apartments. Hall stated that it is District policy to allow up to six months of relief from having to pay a sewer service bill for fire damaged properties. Typically, the District has extended that time period as needed. After brief discussion, M/S/P unanimously approving the request.

The District received a letter from Ms. Bobby Lynn Rice of 10248 1st Ave SW. Ms. Rice is requesting to hook up to sewer service. Currently, her home has a pump system that pumps into Valley View's sewer system. After the private pump station was installed, the District (SWSSD) installed sewer service lines throughout the neighborhood, including in front of her home. Ms. Rice wishes to hook up to the District sewer system, but is requesting to not have to pay the accumulated interest for the Local Facility Charge. After lengthy discussion, M/S/P with Commissioners Tracy and Genzale rejecting the request and Commissioner Hilsen abstaining.

The District received a letter from Ms. Cristina Greco-Leveto demanding that the District waive accumulated late fee penalties and a lien filed on her mother's house for non-payment. Ms. Leveto stated that she lives in the house and that her mother lives in California and that neither of them have received a sewer service bill for a year. Hall stated that this property has a history of not paying their bill and staff has documented that the property and the California owner's mailing address has been billed. In addition, staff even called Ms. Leveto to let her know that the house will soon be liened if no payment was received.. Ms. Leveto never returned the call. Hall stated that he has investigated the accusations and finds no merit to Ms. Leveto's statements. Hall recommended to not remove the penalties and lien as requested. After brief discussion, M/S/P unanimously approving Hall's recommendation.

5. Public Comment

No other Public Comment.

6. Consent Agenda:

- Approval of the Minutes for the March 19th, 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 19.0327 through 19.0378 in the total amount of \$280,909.95.
 - Construction voucher numbers 19.0030 through 19.0032 in the total amount of \$86,231.65.
 - 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:

Hall presented and summarized the Board requested Des Moines Memorial Drive South Traffic Study performed by Gibson Traffic Consultants. In general, the traffic report states that the entrance to the District's administration and maintenance facility is properly designed and safe.

Hall requested approval for the Salmon Creek Plant Solids Handling Project Change Orders #4 & #5 in the amount of \$52,049.00. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for the Beverly Park District Extension Change Orders #1 & #2 in the amount of \$25,850.06. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for the Beverly Park District Extension Pay Request #6 in the amount of \$27,168.41. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for the Salmon Creek Plant Solids Handling Project Pay Application #4 in the amount of \$593,950.50. After brief discussion, M/S/P unanimously approving the request.

Hall presented a memo identifying 229 apartments owned by the King County Housing Authority that have been improperly billed over many years as a commercial account rather than as residential apartments. Hall pointed out and complimented District Inspector Justin Salgado for finding the error. Following District policy, Resolution 2010-08, the District is able to back bill the King County Housing Authority the difference between what they have been paying on the commercial account to a residential account over the past three years. This difference is \$203,841.39. The Commissioners passed on their “thank you and job well done” to Mr. Salgado.

As recommended by Commissioner Hilsen, Hall requested approval to purchase a set of three 2TB 7.2K “Historical Records” backup drives for storing photos of the Salmon Creek Solids Handling project. These drives are oversized, but after the construction project is completed, they will be used for GIS photos and videos. After brief discussion, M/S/P unanimously approving the request. Commissioner Hilsen suggested adding one additional (hot spare) hard drive each.

Hall requested approval for Resolution 2019-04-01, Transfer of funds from the Construction Revolving Fund to the Construction Fund in the amount of \$3,000,000.00. After brief discussion, M/S/P unanimously approving the request.

8. Manager’s Comments or Reports:

Hall reported on the following:

- Reminded the Board of the April 13th Open House on Saturday, April 13th @ 11:00 a.m.
- Reminded the Board of the “Special” Board meeting on Tuesday, April 9th @ 6:30 p.m.
- Reminded the Board of the upcoming WASWD Conference, April 17th thru 19th.
- Updated the Board on Union negotiations.
- Hall and Mesfin Mekonnen met with Katy Isaksen to discuss adjusting the District’s General Facility Charge. Ms. Isaksen will have a memo prepared for the Board’s review at the next Board meeting.
- Updated the Board on his meeting with Pease and Sons.

9. Attorney’s Comments and Reports:

No Attorney Comments of Reports.

