



# Southwest Suburban Sewer District Commissioner's Meeting

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

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**Commissioners:**

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

**Consulting Attorney:**

Eric C. Frimodt - *Absent*

**Consulting Engineers:**

Ken Nilsen - *Absent*  
Cameron Ochiltree

**General Manager:**

Ron Hall

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**November 8<sup>th</sup>, 2022**

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**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:**

Request for temporary sewer service added to the Business Agenda.

**4. Written Communications:**

Hall presented a letter sent from Sally & Allen Watson, along with eight letters from their neighbors requesting sewer service to their neighborhood. After lengthy discussion, Hall recommended directing the Inspection Services department to work with the Watson's and their neighbors in evaluating what the best path would be to provide sewer service to their neighborhood.

Hall presented an email he received from Ashley Kern, requesting forgiveness for sewer service fees and the General Facility Charge (GFC) on her Accessory Dwelling Unit (ADU). Hall stated that Ms. Kern had purchased the property not knowing that the previous owner had not registered the ADU with the City of Burien, nor did they pay the required GFC. She also stated that she has been working on the ADU but has not used it since purchasing the property. After lengthy discussion, M/S/P the Board unanimously approving the reduction of sewer service fees and GFC by 50%.

**5. Public Comment:**

No public comment.

**6. Consent Agenda:**

- Approval of the Minutes for the October 20<sup>th</sup>, 2022, 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 22.01005 through 22.01063 in the total amount of \$345,202.49.
  - 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 requested authorization to approve the Miller Creek Electrical Upgrade Engineering Design in the amount of \$809,800.00. Cameron Ochiltree of BHC Engineers was present to answer any questions from the Board. After lengthy discussion, M/S/P the Board unanimously approving the request.

Hall requested authorization to enter a contract for the FivePoint Capital Management Developer Extension. This will be a 135 multi-family units and 4-story storage facility clubhouse. After brief discussion, M/S/P the Board unanimously approving the request.

Hall requested approval for temporary sewer service for an ADU on SW 119<sup>th</sup> St. that currently has a cesspool. After brief discussion, M/S/P the Board unanimously approving the request.

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

Hall updated the Board on the following:

- Katy Isaksen will be at the next Board meeting to propose an updated calculated General Facility Charge (GFC) for 2023. Hall also stated that staff has collected data from other districts on what their residential and multi-family current GFC's are for comparison to the District's charges.
- Informed the Board that the audit from the State Auditors Office has started and that the auditor would like to meet with one of the commissioners. Commissioner Hilsen offered to meet with the auditor. Hall also stated that the District had been randomly chosen for a cyber security audit.
- The District's multiple pump stations application for a Public Works Trust Fund loan met the criteria and scored high enough to qualify for the loan, but unfortunately there were

