



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

Consulting Engineers:

Ken Nilsen - *Absent*
Cameron Ochiltree - *Absent*

General Manager:

Ron Hall

December 6th, 2022

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:

No changes or additions.

4. Written Communications:

No written communication.

5. Public Comment:

No public comment.

6. Consent Agenda:

- Approval of the Minutes for the October 20th, 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 22.01111 through 22.01159 in the total amount of \$249,318.11.
- 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 approval for continued membership of the Washington Association of Sewer & Water Districts, with the 2023 annual dues of \$22,059.37, which is an increase of 5% from last year. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for Resolution 2022-12-01, updating and amending the District's General Facility Connection Charges as presented by Katy Isaksen at the November 22nd, 2022 Board meeting. After brief discussion, M/S/P the Board unanimously approving the request.

Hall requested approval to replace the 14-year-old Mitel telephone system with a new Allstream UC Cloud Phone System. Hall stated that there were two proposals, a three-year proposal for \$752.00/month and a five-year option for \$620.00/month. Commissioner Hilsen recommended signing a three-year agreement to make sure there were no problems with the phone system and if everything was working properly for one year, then sign the five-year agreement. After brief discussion, M/S/P the Board unanimously approving the request.

Commissioner Tracy called for nominations for the position of President. Commissioner Tracy nominated Commissioner Hilsen. M/S/P electing Commissioner Hilsen as President of the Board. Commissioner Tracy called for nominations for the position of Vice President. Commissioner Tracy nominated himself. M/S/P electing Commissioner Tracy as Vice President of the Board. Commissioner Tracy called for nominations for the position of Secretary. Commissioner Tracy nominated Commissioner Genzale. M/S/P electing Commissioner Genzale as Secretary of the Board. The Board determined that the term of the new officers will begin effective January 1st, 2023.

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

Hall updated the Board on the following:

- The Washington State Auditors Office has requested an exit conference with one of the Commissioners. After lengthy discussion, M/S/P the Board unanimously approving having a "Special" Board meeting on Wednesday, December 21st, 2022, at 1:00 p.m., to meet with the State Auditors office for an exit conference meeting.
- Hall also reported on the status of the District's review and response to the draft Agreed Order provided by Ecology relating to I&I and bypass issues. Hall noted that the Agreed Order had been reviewed by District staff, general legal counsel Frimodt and special legal counsel Tupper. A general discussion ensued. The revised version of the draft Agreed Order was sent back to Ecology on Monday.
- He and Tim Berge had met with John Hendron of RH2 Engineering to discuss a potential shared sewer installation project with Valley View Sewer District in the Boulevard Park and headend

area of Miller Creek. Hall stated that the two districts are working together in applying for grant money from the Department of Fish and Wildlife.

9. Attorney's Comments and Reports:

Attorney Frimodt provided an update on the motion filed by the District to correct the legal description of the Fish property relating to the order for issuance of a writ of execution. Frimodt reported that the motion was scheduled for December 5, 2022 without oral argument. Frimodt advised the Board that the motion was scheduled before the judge that originally granted the order. Frimodt indicated that he anticipates the court will rule on the motion shortly. Frimodt indicated that he would provide further updates in the future.

10. Commissioner's Comments or Reports:

Commissioner Tracy requested the Board's approval to submit a request to attend the Municipal Wastewater Summit in Rockwell, TX, April 17th -19th, 2023. After brief discussion, M/S/P the Board unanimously approving the request. Commissioner Tracy also inquired on the WASWD Commissioners Workshop in January 2023. Hall stated that he will investigate.

11. Executive Session:

At 7:12 p.m., President Tracy convened an executive session to discuss the performance of public employees pursuant to RCW 42.30.110(1)(g) for 15 minutes which was attended by the Commissioners, Hall and attorney Frimodt. The executive session concluded at 7:37 p.m. and no action was taken by the Board following the executive session. As no members of the public were present, no formal announcement of the extension of the executive session was made.

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

December 20th, 2022 @ 6:30 p.m.
December 21st, 2022 @ 1:00 p.m. "*Special*"
January 3rd, 2023 @ 6:30 p.m.
January 17th, 2023 @ 6:30 p.m.

