



Southwest Suburban Sewer District Commissioner's Meeting

Dedicated to preserve the purity of your environment."

Commissioners:

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

General Manager:

Ron Hall

Consulting Attorney:

Eric C. Frimodt (*Absent*)

Consulting Engineer:

Craig Chambers (*Absent*)

July 10, 2012

1. Call to Order:

Commissioner Tracy called the meeting to order at 6:05 p.m.

2. Also in Attendance:

Tim Berge & Bill Stephani

3. Changes or Additions to the Agenda:

Additions: Approve Scope of Work for Sewer Financial Plan and Chapter for the Comprehensive Plan and Approve Concrete Channels and Gravity Thickener Surface Preparation and Coating at MCP.

4. Written Communications:

Letter sent to HUB International Northwest & Tri-State Construction.

Letter received from Dick Thurnau & Marcia Wollam concerning Hicklin Lake.

5. Public Comment

None.

6. Consent Agenda:

- o After review of the meeting agenda, the Board unanimously approved the agenda.
- o Approval and Signing of the Accounts Payable Vouchers & Payroll Vouchers.

- 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 12.0796 through 12.0859 in the total amount of \$251,255.97.
 - Construction voucher number 12.0028 through 12.0029 in the total amount of \$7,855.13.

7. Business Agenda:

Hall presented a letter and award plaques from the Washington State Department of Ecology for Recognition of both Miller Creek and Salmon Creek Wastewater Treatment Plants receiving the 2011 “Wastewater Treatment Plant Outstanding Performance” award. Hall thanked Bill Stephani, Tim Berge and all of the treatment plant staff for their dedication, hard work and the exceptional job they do every day. The Board also recognized the staff and thanked them for doing a fantastic job.

Hall presented a memo prepared by staff requesting approval to upgrade the Network Backup system to the BlackPoint BOA 1000GB (1TB). Implementing the “BlackPoint BOA (1TB)” solution will handle all District servers for in-house backups and off-site as well as providing the ability to run all servers remotely during a disaster. After brief discussion, M/S/P unanimously approved the request.

Hall requested approval for the Comprehensive Sewer Plan, and proposed Scope of Work prepared by Katy Isaksen to perform the task of preparing the chapter on the Sewer Financial Plan in the amount of \$20,000.00. After brief discussion, M/S/P unanimously approved the request.

Tim Berge requested approval to contract out the work to Long Painting Company and Service Pump & Compressor for surface preparation and applying Tnemec coatings to some of the concrete channels within the plant and the Gravity Thickener launder at the Miller Creek Plant in the amount of \$70,010.00. After brief discussion, M/S/P unanimously approved the request.

Hall requested approval for the following updated District Policies to the Administrative Procedures and Guidelines for the Personnel Rules and Regulations:

- XVIII. Tobacco Policy
- XIX. Phone and Radio Communication Policy
- XXI. Computer, E-Mail & Internet Use Policy
- XXIII. Mileage Reimbursement Policy

Hall explained that a committee was formed of District staff to re-write the outdated policies. After the policies were re-written, they were submitted to him for his review and approval. Hall shared that he thought the committee did an excellent job in their research and preparation of the policies. The Union has reviewed them and has also approved the updated policies. After lengthy discussion, M/S/P unanimously approved the request to accept policies XVIII, XIX & XXII. The Board would like to spend additional time reviewing policy XXI and wants this added

to the agenda for the next scheduled meeting.

8. Manager's Comments or Reports:

Hall commented on an investigatory meeting he and Pete Sanchez had with CASE Forensics Engineering to discuss the sewer line that was broken during construction adjacent to Pump Station #7. Hall also updated the Board on the repairs made to two sewer lines in White Center. On 17th Avenue SW, between 96th & 98th, in the mid 1950's, two lateral sewer lines were connected to a stormwater line that runs parallel with a sanitary sewer line. 57 years later, King County was inspecting their storm line and found two sewer connections. District staff immediately contacted a few contractors from the District's small works roster and had the repairs made.

9. Attorney's Comments and Reports:

None

10. Commissioner's Comments or Reports:

In reference to an article in the WASWD Works, Commissioner Hilsen would like the District to consider creating a policy on electronic attendance by Board members at open public meetings.

Commissioner Tracy inquired if anyone from the District will be attending the new Washington's Dig Law workshop. Hall informed the Board that he will be sending staff. Commissioner Tracy also commented on the Cyber Regional Response and Resiliency Workshop and Tabletop Exercise.

11. Executive Session:

None.

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

Commissioner's Meeting -

July 24th, 2012 at 6:00 p.m.

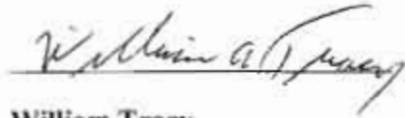
August 7th, 2012 @ 6:00 p.m.

August 21st, 2012 @ 6:00 p.m.

13. Adjournment:

The meeting was ended at 7:32 p.m.

Attest:



William Tracy

President and Commissioner

Approve

Oppose



Scott Hilsen

Vice-President and Commissioner

Approve

Oppose



Susan Genzale

Secretary and Commissioner

Approve

Oppose