



Southwest Suburban Sewer District Commissioner's Meeting

"Dedicated to preserve the purity of your environment."

Commissioners:

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

General Manager:

Ron Hall

Consulting Attorney:

Eric C. Frimodt

Consulting Engineer:

Craig Chambers

March 15th, 2011

1. Call to Order:

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

Also in Attendance:

Ken Nilsen, Erik Waligorski, Jenna Genzale, Larry Zaragoza, Laura Gallez & Kris Beutz.

2. Changes or Additions to the Agenda:

None.

3. Approve Agenda:

After review of the meeting agenda, the Board unanimously approved the agenda.

4. Written Communications:

None.

5. Consent Agenda:

- Approval of the Minutes of the March 1st, 2011 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 11.0311 through 11.0374 in the total amount of \$298,982.33.
 - Construction voucher number 11.0013 through 11.0016 in the total amount of \$31,598.15.
 - Approval of the Certification & Satisfaction of Liens, Additions and Adjustments.
 - Review and Accept King County Investment Report for Previous Month
 - Review monthly Income Report.

A motion to approve the consent agenda was made by Commissioner Tracy, seconded by Commissioner Genzale and unanimously approved.

6. Business Agenda:

Chambers from BHC Consultants updated the Board on the Seahurst Beachline project, Comprehensive Plan and the clarifier improvements for both Miller Creek and Salmon Creek WWTP's.

Nilsen from Pace Engineering updated the Board on the Normandy Terrace Forcemain project and the Maplewild Emergency repair.

Waligorski from RothHill Engineering updated the Board on the Chelsea Park Rehabilitation Project, Phases V & VI.

Hall presented three options for Business Continuity and Disaster Recovery Solution. Two options were proposed by Commissioner Hilsen's IT Vision Statement and the third option was proposed by District staff. Kris Beutz was present to answer any questions the Board of Commissioners had. After lengthy discussion, M/S/P unanimously approved Option 2 of Commissioner Hilsen's IT Vision Statement presented at the last Board meeting. The Board also approved that the Cloud Backup Virtualization Solution will be provided by Northwest Computer Support.

Hall presented a Scope Statement for a District Communication Project. Hall stated the District wants to replace the Nextel phone/two-way radios with a more reliable and better coverage communication system. The purpose of the radios will be three fold: 1) improved District staff daily communication; 2) Confined Space Entry communication, and 3) the radios will provide proper communication for emergency management. Laura Gallez was present to answer any questions the Board of Commissioners had. After lengthy discussion, M/S/P unanimously approved the request.

7. Commissioner's Comments or Reports:

Commissioner Tracy commented on the upcoming WASWD Section #4 meeting.

Commissioner Hilsen directed staff to renew the SonicWall security services subscription with NuOz for an additional two years.

Commissioner Genzale commented that she appreciated Commissioner Hilsen's input on the IT issues as this was a very complicated area and that his comments helped with the decision-making process.

8. Attorney's Comments or Reports:

Attorney Frimodt provided the Board with a status report relating to two matters he had been working on since the last meeting.

Frimodt advised the Board about the public records request relating to ULID 79-P2 submitted on behalf of a customer, and reported that the District had responded to the public records request. Frimodt indicated that he had discussions with the attorney for the customer in order to determine if there was a particular issue that he could help address. Frimodt advised the Board that the customer was interested in getting information about the process to request a deferment of the ULID assessments. Frimodt indicated that he had been in contact with King County to obtain information about the deferment process, which he then provided to the customer's attorney. Frimodt indicated that he thought this matter was likely to end up with the customer qualifying for a deferment.

Frimodt also advised the Board about the status of the Hines refinance transaction, stating that he had been in contact with a representative of GMAC Mortgage and that he had provided GMAC with information regarding the District's willingness to facilitate the refinance through a process that would not require a subordination of the District's super priority lien. Frimodt indicated that he had not heard back from GMAC as to whether the suggested process would be accepted by GMAC. The Board indicated that it wanted to hear back from GMAC before it considered this matter further.

9. Manager's Comments or Reports:

Hall updated the Board on a sewer backup over this past weekend.

10. Public Comment:

None.

11. Executive Session:

At approximately 8:22 p.m., Commissioner Hilsen indicated that the Board would be moving into an Executive Session. Hall announced that the purpose of the Executive Session was to review the performance of public employees.

The initial estimate of the length of the Executive Session was 30 minutes. The Executive Session was subsequently extended for an additional 10 minutes without a formal public announcement as no members of the public were in attendance at the meeting at that time. The Executive Session concluded at 8:56 p.m.

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

Commissioner's Meetings:	April 5 th , 2011 at 6:00 p.m.
	April 19 th , 2011 at 6:30 p.m.
	May 3 rd , 2011 at 6:00 p.m.
	May 17 th , 2011 at 6:30 p.m.

Adjournment:

The meeting was ended at 8:58 p.m.

Attest:

Scott Hilsen _____ Approve

President and Commissioner _____ Oppose

Susan Genzale _____ Approve

Vice-President and Commissioner _____ Oppose

William Tracy _____ Approve

Secretary and Commissioner _____ Oppose