



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

April 5th, 2011

1. Call to Order:

Commissioner Hilsen called the meeting to order at 6:03 p.m.

2. Also in Attendance:

Jenna Genzale, Larry Zaragoza, Tim Berge, Bill Stephani and Pete Sanchez.

3. Changes or Additions to the Agenda:

Approve Seahurst Beachline Rehabilitation Construction Engineering Services Scope of Work.

4. Approve Agenda:

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

5. Written Communications:

None.

6. Consent Agenda:

- Approval of the Minutes for the March 15th, 2011 meeting.
- 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 11.0375 through 11.0450 in the total amount of \$207,566.21.
 - Construction voucher number 11.0017 through 10.0019 in the total amount of \$204,113.90.
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7. Business Agenda:

Tim Berge and Bill Stephani presented an annual PowerPoint departmental presentation for the District's Operations and Maintenance departments. Both discussed their department's accomplishments over the past year, current projects, and goals for the next year. Afterwards, the Board thanked them both for excellent reports.

Hall requested approval for Resolution 2011-03 - Ratifying and confirming as completed, the contract with Insituform Technologies, Inc. commonly known as the Chelsea Park V Project as complete and to release the retainage of \$ 29,624.74. After brief discussion, M/S/P unanimously approved the request.

Hall requested approval for the Seahurst Beachline Rehabilitation Construction Engineering Services Scope of Work in the amount of \$165,316.00. After brief discussion, M/S/P unanimously approved the request.

8. Commissioner's Comments or Reports:

Commissioner Tracy commented on his attendance at the NASTT NO-Dig Conference and the panel on which he participated.

Commissioner Genzale requested an additional tour of the treatment plants in the near future. Hall suggested setting up a "special meeting" so that all three commissioners could participate.

Commissioner Hilsen pointed out a needed correction in the March 15th meeting minutes. The minutes state – "*Commissioner Hilsen directed staff to renew the SonicWall security services subscription with NuOz.*" It should state - "Commissioner Hilsen directed staff to renew the SonicWall security services subscription with NuOz for an additional two years."

9. Attorney's Comments and Reports:

Attorney Frimodt reported to the Board that he had not heard anything back from GMAC Mortgage regarding the Hines refinance, nor has the District heard from the Hines. At this time, it is unclear whether GMAC will proceed with the refinance. Attorney Frimodt also reported to

the Board that he is currently in the process of reviewing a Procedures Manual that staff put together, which contains procedures for many of the routine tasks performed by the District staff.

10. Manager's Comments or Reports:

Hall requested to set up a group photo shoot for the Board of Commissioners and a headshot of Commissioner Genzale at the next scheduled Board meeting.

11. Public Comment:

None.

12. Executive Session:

At approximately 7:18 p.m., Commissioner Hilsen indicated that the Board would be moving into an Executive Session. Hall announced that the purpose of the Executive Session would be to discuss the performance of public employees pursuant to RCW 42.30.110(1)(g).

The initial estimate of the length of the Executive Session was 10 minutes. The Executive Session was subsequently extended for an additional 20 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 7:48 p.m.

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

Commissioner's Meetings	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.

