



Southwest Suburban Sewer District Commissioner's "Special" Meeting

Dedicated to preserve the purity of your environment."

Commissioners:

William Tracy– President
Susan Genzale– Vice President
Scott Hilsen – Secretary (*Absent*)

General Manager:

Ron Hall

Consulting Attorney:

Eric C. Frimodt

Consulting Engineer:

Craig Chambers

February 17th, 2015

1. Call to Order:

Commissioner Tracy called the meeting to order at 6:37 p.m.

2. Also in Attendance:

Ken Nilsen

3. Changes or Additions to the Agenda:

No changes or additions.

4. Written Communications:

No written Communications.

5. Public Comment

No public comment.

6. Consent Agenda:

- Approval of the Minutes for the February 3rd, 2015 Board 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 15.0173 through 15.0231 in the total amount of \$348,799.04.
- Construction voucher numbers 15.0006 through 15.0007 in the total amount of \$4,841.41.
- Approval of the Certification & Satisfaction of Liens
- 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 Genzale, seconded by Commissioner Tracy and unanimously approved.

7. Business Agenda:

Craig Chambers updated the Board on BHC Consultants monthly report on the Miller Creek Dewatering Facility Storage Facility evaluation. Salmon Creek Digester – 2014 technical memorandums and Miller Creek Dewater Digester Cover Replacement project.

Ken Nilsen updated the Board on the Lift Station #14 & #15 project.

Hall updated the Board on the progress with Page & Beard discussions involving invoicing, record keeping and current status of the accountability process.

Hall presented Resolution 2015-02, increasing sewer service rates to multi-family units only. Residential sewer rates shall remain at \$29.50 per month, but multi-family sewer rates shall be increased from \$29.00 to \$29.50 per month. After brief discussion, M/S/P unanimously approving the request.

Hall presented Resolution 2015-03, establishing District policy for the installation and operation of water sub-meters by commercial customers and for the exemption of water recorded by sub-meters from sub-meters from sewer service charges. The new policy will require commercial customers to install a sub-meter if they wish to have irrigation water subtracted from their total water consumption in calculating their sewer service payment. The policy also includes an application fee, an annual service fee and the commercial customer must purchase a District approved sub-meter. After brief discussion, M/S/P unanimously approving the request.

The Board of Commissioners reviewed the Accountability Audit Report from the Washington State Auditor's Office. In summary, the report stated that the District complied with applicable requirements and provided adequate safeguarding of public resources; and that the District also complied with state laws and regulations and its own policies and procedures.

8. Manager's Comments or Reports:

Hall informed that Board that he had been contacted by Scott Hodgins from the Highline School District expressing interest in signing the District Extension agreement that would provide sewer service to Beverly Park Elementary School.

9. Attorney's Comments and Reports:

Attorney Frimodt reported to the Board that he had prepared a facility use agreement for use by the District when agencies request to use the District's facilities for training purposes. The latest request made of the District was by the local fire the department which wanted to use the District's treatment plant for confined space rescue training which is beneficial to the District and the fire department. Frimodt indicated that the agreement authorizes a specific use and protects the District from potential claims that may arise during the training exercises. Ron Hall noted that the last training exercise that involved the use of the District's facilities was by the King County Sheriff several years ago. Frimodt also reported on the status of the joint district franchise agreement efforts. Frimodt also advised the Board that Bill Linton in his office was close to completing his review of the bid package for the new Administration and Maintenance Building. Finally, Frimodt reported on the status of a number of collection matters that he had been working on.

10. Commissioner's Comments or Reports:

No comments or reports.

11. Executive Session:

No executive session.

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

Commissioner's Meetings	-	March 3 rd , 2015 @ 6:30 p.m.
		March 17 th , 2015 @ 6:30 p.m.
		April 7 th , 2015 @ 6:30 p.m.
		April 21 st , 2015 @ 6:30 p.m.

13. Adjournment:

The meeting was ended at 7:35 p.m.

Attest:

William Tracy ___ Approve
President and Commissioner ___ Oppose

Suzy Genzale ___ Approve
Vice-President and Commissioner ___ Oppose

Scott Hilsen ___ Approve
Secretary and Commissioner ___ Oppose