



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

General Manager:

Ron Hall

Consulting Attorney:

Eric C. Frimodt

Consulting Engineer:

Craig Chambers

May 19th, 2015

1. Call to Order:

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

2. Also in Attendance:

Ken Nilsen and Galen Page.

3. Changes or Additions to the Agenda:

Added to the Business Agenda:

Approve Scope of Work for the Beverly Park Sewer Extension.

Approve purchase of Salmon Creek WWTP In-plant Pump Station pump re-build kits.

4. Written Communications:

Hall presented a "thank you" card from Ms. Patricia Hyde.

5. Public Comment

No public comment.

6. Consent Agenda:

- Approval of the Minutes for the May 5th, 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 15.0542 through 15.0607 in the total amount of \$363,999.12.
 - Construction voucher numbers 15.0021 through 15.0022 in the total amount of \$3,215.94.
 - 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 Hilsen and unanimously approved.

7. Business Agenda:

Craig Chambers updated the Board on BHC Consultants monthly report on the Salmon Creek Plant Digester Project, the Miller Creek Digester Cover Project and the Beverly Park Sewer Extension.

Ken Nilsen updated the Board on PACE Engineer's monthly report on the Lift Station #14 & #15 project.

Galen Page updated the Board on the progress with Page & Beard design of the SWAMP.

Hall requested authorization to purchase RBC bearings for the Salmon Creek Plant in the amount of \$10,563.00 + WSST. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval to contribute to the Growth Management Planning Council (GMPC), Regional Water Quality Committee (RWQC) and the Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC). After brief discussion, M/S/P unanimously approving a contribution in the amount of \$2,500.00 with the stipulation that a Memo of Understanding is provided by Cedar River Water & Sewer District as requested by the State Auditors' Office.

Hall informed the Board that he and other staff members had met with DJ Dean, a Principal Architect with KPG Inc., to discuss a peer review of the architectural design of the new Administrative and Maintenance Facility. Hall handed out a Scope and Budget prepared by Mr. Dean in the amount of \$12,010.00. Hall stated, that to expedite the process, he approved the proposal and signed the agreement. After brief discussion, M/S/P unanimously ratifying the agreement.

Craig Chamber presented a Scope of Work for Engineering Services for the Beverly Park Sewer Extension in the amount of \$101,200.00. This total includes design, construction assistance, project management and surveying. The total amount will be split 50/50 with the Highline School District. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval to purchase two In-plant Pump Station pump re-build kits for the Salmon Creek WWTP in the amount of \$22,062.06. After brief discussion, M/S/P unanimously approving the request.

8. Manager's Comments or Reports:

Hall updated the board on the following:

- Met with Highline School District last Thursday for signature of the Beverly Park Elementary School District Extension Agreement.
- Commissioner Tracy had requested information on the construction on a property on 4th Ave. SW & SW 108th. Informed Commissioner Tracy that a very large home was being built.
- Will be meeting with Burien City Manager, Kamuron Gurol next week.
- Met with Katy Isaksen to discuss funding the SCP dewatering project. Piper Jaffray will not be able to run Bond Rating analysis without a letter from the District. Financial analysis should be completed in approximately 2 months.
- Washington State Employee Assistance Program (EAP) Informational Meeting – June 2nd with Tom Sweeny. Informed the Board that they are welcome to attend and that afterwards, Hall will conduct an annual staff meeting to discuss 2015 projects.
- Union negotiations will start on June 17th. The purpose of the early start is so that he can work closely with the Union representatives to conduct a thorough salary and benefits analysis.
- That the property adjacent to the SWAMP is for sale.

Hall informed the Board that the Emerald Point apartments are currently in design. The apartment complex will require the installation of a new pump station. The District has two options for the pump station design. The District could solicit proposals from both District engineering firms, or they could award the project to PACE Engineers, which may simplify the process because PACE Engineers had just completed a District pump station design. Hall also reminded the Board that the apartment complex owner will be paying for the design and construction of the new pump station. When complete and approved by the District, the District will take ownership of the new pump station. After brief discussion, M/S/P unanimously awarding the pump station design to PACE Engineers.

Hall requested to put together a Strategic Committee to evaluate the most efficient manner to perform construction administration and to complete the new Administrative and Maintenance Facility. Hall recommended that the Building Committee consist of himself, Laura Gallez & Pete Sanchez; Aaron Werner of BHC Engineers and one of the District Commissioners. After brief discussion, M/S/P unanimously approving the request and that Commissioner Genzale will participate in the committee.

9. Attorney's Comments and Reports:

Attorney Frimodt reported to the Board that he had completed a proposed Amendment to Easement relating to the Greenbridge development that would address King County Housing Authority's (KCHA) request to place a stairway structure over a District sewer line. Frimodt indicated that he would work with staff and KCHA's representatives to reach an agreement on the final terms of the Amendment to Easement that will protect the District's interests. Frimodt also provided a brief report on the status of the franchise discussions with the cities of SeaTac and Normandy Park. Frimodt also reported on the status of several lawsuits or bankruptcy matters that are close to being resolved which will result in the District being dismissed from a legal

action where it was named as a party due to a lien against the property and receiving payment for outstanding liens relating to two additional properties.

10. Commissioner’s Comments or Reports:

No Commissioner comments.

11. Executive Session:

At approximately 7:34 p.m., Commissioner Tracy indicated that the Board would be moving into an Executive Session. Tracy announced that the purpose of the Executive Session would be to review the performance of public employees pursuant to RCW 42.30.110(1)(g) The initial estimate of the length of the Executive Session was 20 minutes. The Executive Session concluded at 7:50 p.m.

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

Commissioner’s Meetings	-	June 2 nd , 2015 @ 6:30 p.m.
		June 16 th , 2015 @ 6:30 p.m.
		July 7 th , 2015 @ 6:30 p.m.
		July 21 st , 2015 @ 6:30 p.m.

13. Adjournment:

The meeting was ended at 8:01 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