



# Southwest Suburban Sewer District Commissioner's Meeting

*Dedicated to preserve the purity of your environment."*

**Commissioners:**

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

**General Manager:**

Ron Hall

**Consulting Attorney:**

Eric C. Frimodt

**Consulting Engineer:**

Craig Chambers

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**March 15<sup>th</sup>, 2016**

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**1. Call to Order:**

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

**2. Also in Attendance:**

No others in attendance.

**3. Changes or Additions to the Agenda:**

Added to Business Agenda – Approve awarding the installation of the MCP screw press.

**4. Written Communications:**

The District received a written comment from Mr. Craig Pellegrino concerning the new 2016 sewer service rate increase.

**5. Consent Agenda:**

- Approval of the Minutes for the March 1<sup>st</sup>, 2016 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 16.0306 through 16.0369 in the total amount of \$381,875.44.

- Construction voucher numbers 16.0014 through 16.0015 in the total amount of \$18,704.15.
- 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 Tracy, seconded by Commissioner Genzale and unanimously approved.

#### **6. Business Agenda:**

Craig Chambers updated the Board on BHC Consultants monthly report on the Salmon Creek Solids Handling design, Miller Creek Plant Digester Cover Replacement Project and the Miller Creek Screw Press installation.

Ken Nilsen updated the Board on PACE Engineer's monthly report on the Lift Station #14 & #15 project, discussions with District staff concerning the force main at Station #7 and Emerald Pointe Apartments Pump Station.

Hall requested authorization to hire insta-pipe to slip-line the force main at Pump Station #7 in the amount of \$85,609.99. After brief discussion, M/S/P unanimously approving the request.

Hall requested temporary sewer service to 16731 31<sup>st</sup> Avenue SW. After brief discussion, M/S/P unanimously approving the request.

#### **7. Public Comment**

Matt Vernon of Kassel and Associates was present to verbally support their bid protest of the SWAMP project being potentially awarded to Pease & Sons. Darron Pease of Pease & Sons was present to state why they should be awarded the SWAMP project.

#### **8. Executive Session:**

At approximately 7:12 p.m., Commissioner Genzale indicated that the Board would be moving into an Executive Session and announced that the purpose of the Executive Session would be to discuss potential litigation pursuant to RCW 42.30.110(1)(i). The initial estimate of the length of the Executive Session was 20 minutes. However, Attorney Frimodt announced an extension of the Executive Session for an additional 5 minutes and it ended at 7:37 p.m.

#### **9. Business Agenda:**

Commissioner Hilsen presented a motion that any variance in Pease & Son's bid from the requirements in the bid instructions be waived as an immaterial or insubstantial variance which did not provide Pease & Sons with a substantial advantage over other bidders. After brief discussion, M/S/P unanimously approving the motion.

Commissioner Tracy presented a motion that the Bid Protest submitted by Kassel & Associates be denied and that the contract for the SWAMP project be awarded to Pease & Sons as the lowest responsive bidder, subject to a responsibility review by District staff and consultants. After brief discussion, M/S/P unanimously approving the motion.

Commissioner Genzale presented a motion authorizing the District Manager to enter into a contract with Pease & Sons for the SWAMP project after giving two (2) business days' notice to Mr. Hicks, the attorney for Kassel & Associates, of the District's award of the contract to Pease & Sons. After brief discussion, M/S/P unanimously approving the motion.

Hall requested authorization to award the installation of the Screw Press at the Miller Creek Plant to General Mechanical in the amount of \$92,504.00. After brief discussion, M/S/P unanimously approving the request.

**10. Manager's Comments or Reports:**

Hall updated the Board on the hiring status of the Senior Accountant, Payroll & Customer Service Representative, Sewer Collection and Mechanical Maintenance positions

**11. Attorney's Comments and Reports:**

Attorney Frimodt reported to the Board that he issued the Notice of Planned Final Action to Brett Fish regarding the Board's intent to consider a resolution authorizing the condemnation of an unrestricted and unconditional right of access on the access road to the Miller Creek Treatment Plant at the Board of Commissioners' meeting on April 5, 2016. Copies of the Notice of Planned Action issued to Mr. Fish were handed out to the Board. Frimodt advised that a Notice of Planned Final Action will also be published as required by statute.

**12. Commissioner's Comments or Reports:**

Commissioner Tracy reminded the Board that the deadline for PDC reporting is April 15<sup>th</sup>.

**13. Executive Session:**

At approximately 8:20 p.m., Commissioner Genzale indicated that the Board would be moving into an Executive Session and announced that the purpose of the Executive Session would be to discuss potential litigation pursuant to RCW 42.30.110(1)(i). The initial estimate of the length of the Executive Session was 20 minutes. The Executive Session concluded at 8:27 p.m.

**14. Set the next Public Meeting, Dates and Times:**

Commissioner's Meetings -

April 5<sup>th</sup>, 2016 @ 6:30 p.m.

April 19<sup>th</sup>, 2016 @ 6:30 p.m.

**15. Adjournment:**

The meeting was ended at 8:33 p.m.

**Attest:**

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**Suzy Genzale**                      \_\_\_ Approve

President and Commissioner      \_\_\_ Oppose

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**Scott Hilsen**                      \_\_\_ Approve

Vice-President and Commissioner      \_\_\_ Oppose

\_\_\_\_\_  
**William Tracy**                      \_\_\_ Approve

Secretary and Commissioner      \_\_\_ Oppose