



# 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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**December 13<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:**

Ken Nilsen & Bill Stephani

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

Added to the Business Agenda:

Approve Pay Application #5 to Pease & Sons for the SWAMP Project.

Approve Pay Application #3 to Strider Construction for the Pump Station #14 & #15 Project.

Added to the Executive Session:

Discuss potential litigation pursuant to RCW 42.30.110(1)(i).

**4. Written Communications:**

The District received a letter on behalf of Mr. Thomas Lally requesting forgiveness of late fees on his account due to financial hardship. . After brief discussion, M/S/P unanimously approving the request.

**5. Public Comment**

No public comment.

**6. Consent Agenda:**

- Approval of the Minutes for the November 22<sup>nd</sup>, & December 8<sup>th</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 16.1341 through 16.1392 in the total amount of \$187,495.17.
  - Construction voucher numbers 16.0112 through 16.0113 in the total amount of \$31,695.17.
  - 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.

**7. Business Agenda:**

Hall submitted a purchase request for a new pump station alarm notification system in the amount of \$22,133.00. After brief discussion, M/S/P unanimously approving the request.

Commissioner Genzale called for nominations for the position of President. Commissioner Tracy nominated Commissioner Hilsen. M/S/P electing Commissioner Hilsen as President of the Board. Commissioner Genzale called for nominations for the position of Vice President. Commissioner Tracy nominated Commissioner Genzale. M/S/P electing Commissioner Genzale as Vice President of the Board. Commissioner Genzale called for nominations for the position of Secretary. Commissioner Hilsen nominated Commissioner Tracy. M/S/P electing Commissioner Tracy as Secretary of the Board. The Board determined that the term of the new officers will begin effective January 1<sup>st</sup>, 2017.

Craig Chambers updated the Board on BHC Consultants monthly report on the Salmon Creek solids handling design.

Ken Nilsen updated the Board on PACE Engineer's monthly report on Lift Station 14/15 retrofit and the Emerald Pointe Lift Station.

Hall requested approval for Resolution 2016-22, the transfer of \$1,500,000.00 from the Maintenance Fund to the Construction Revolving Fund. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval of the Pease and Sons Contract Change Order Pay Request for the SWAMP project in the amount of 28,530.72. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for the 2017 annual budget as reviewed at the Special Board meeting on December 8<sup>th</sup>, 2016. After brief discussion, M/S/P unanimously approving the request.

Hall provided a rate study he prepared for all 28 sewer districts and cities within King County. Of the districts and cities within the study, SWSSD's current sewer rate at \$31.50/month is the second lowest within the county. The monthly sewer rates range from \$26.00 to \$95.65, with an average of \$66.66. Hall also provided a spreadsheet he prepared showing the annual increases for all 28 districts over a 10 year period from 2007 to 2016. The total increases range from \$8.00 to \$45.34 and average \$22.47, with SWSSD's total increase of only \$12.00. After lengthy review and discussion, M/S/P unanimously approved increasing the monthly sewer rates from \$31.50 to \$32.75, effective March 1<sup>st</sup>, 2017.

Hall requested approval for Pay Application #5 to Pease & Sons for the SWAMP Project in the amount of \$456,337.28. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for Pay Application #3 to Strider Construction for the Pump Station #14 & #15 Project in the amount of \$149,907.77. After brief discussion, M/S/P unanimously approving the request.

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

No comments or reports.

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

No comment or reports.

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

No comments or reports.

**11. Executive Session:**

At approximately 7:28 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 10 minutes. The Executive Session concluded at 7:38 p.m.

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

Commissioner's Meetings	-	December 15 <sup>th</sup> , 2016 @ 12:00 p.m. "Special"
		January 3 <sup>rd</sup> , 2017 @ 6:30 p.m.
		January 17 <sup>th</sup> , 2017 @ 6:30 p.m.

