



# 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

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**March 7<sup>th</sup>, 2017**

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**1. Call to Order:**

Commissioner Hilsen 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 the Business agenda: 1) Approve pay application for Strider Construction. 2) Approve financial outlook proposal from Katy Isaksen. Also added an Executive Session.

**4. Written Communications:**

Hall presented a letter he sent to Midway Sewer District requesting and providing authorization for Ms. Eileen Graves to hook up to sewer service provided by Midway Sewer District. Although Ms. Graves home lies within the District's boundary, her home naturally gravities to Midway Sewer District, and an expensive pump system would need to be installed in order to discharge into SWSSD's system.

**5. Public Comment**

No Public Comment.

**6. Consent Agenda:**

- Approval of the Minutes for the February 7<sup>th</sup>, 2017 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 17.0223 through 17.0284 in the total amount of \$232,269.28.
  - Construction voucher numbers 17.0022 through 17.0025 in the total amount of \$669,278.31.
  - 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 requested authorization for Resolution 2017-02, authorizing transfer from the Construction Revolving Fund to the Construction Fund in the amount of \$1,543,754.89. After brief discussion, M/S/P unanimously approving the request.

Hall requested authorization to adjust the Street Light monthly charge from \$1.00 to \$2.25 to cover actual billing costs from Seattle City Light. After lengthy discussion, the Board directed Hall to investigate on potential money owed to the District from previous overbilling and to find out additional information on how the street light billing process is set up.

Hall requested approval for Pay Application #06 to Strider Construction for worked performed at pump stations #14 & #15 in the amount of \$212,368.41. After brief discussion, M/S/P unanimously approving the request.

Hall requested authorization to approve the Strategic Financial Outlook proposal from Katy Isaksen in the maximum amount of \$20,000.00. After brief discussion, M/S/P unanimously approving the request.

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

Hall requested to move the Board meeting from March 21<sup>st</sup> to March 28<sup>th</sup>. After brief discussion, M/S/P unanimously approving the request. Hall also informed the Board on the passing of Soos Creek Water & Sewer District Commissioner, Jerry West.

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

Attorney Frimodt provided the Board with a status report on the King County Franchise Ordinance matter. In addition, Frimodt reported on the status of the SWSSD/Fish property matter.

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

Commissioner Genzale commented on her visit to the new Administration and Maintenance Facility construction site.

**11. Executive Session:**

At approximately 7:35 p.m., Commissioner Hilsen indicated that the Board would be moving into an Executive Session. Hilsen 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 was subsequently extended for an additional 10 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 8:05 p.m.

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

Commissioner's Meetings - March 28<sup>th</sup>, 2017 @ 6:30 p.m.  
April 4<sup>th</sup>, 2017 @ 6:30 p.m.  
April 18<sup>th</sup>, 2017 @ 6:30 p.m.

**13. Adjournment:**

The meeting was ended at 8:08 p.m.

**Attest:**

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**Scott Hilsen**                                   \_\_\_Approve  
President and Commissioner               \_\_\_Oppose

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**Suzy Genzale**                                   \_\_\_Approve  
Vice-President and Commissioner       \_\_\_Oppose

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**William Tracy**                                   \_\_\_Approve  
Secretary and Commissioner               \_\_\_Oppose