



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 (*Absent*)

July 20th, 2017

1. Call to Order:

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

2. Also in Attendance:

Ken Nilsen.

3. Changes or Additions to the Agenda:

Added to the Business Agenda: Approve Change Order #3 for the new administration and maintenance facility project.

4. Written Communications:

No Written Communication.

5. Public Comment

No Public Comment.

6. Consent Agenda:

- Approval of the Minutes for the July 6th, 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 17.0770 through 17.0825 in the total amount of \$339,016.53.
- Construction voucher numbers 17.0085 through 17.0091 in the total amount of \$843,308.23.
- Approval of the Certification & Satisfaction of Liens
- Review and Accept King County Investment Report for Previous Month.
- Review monthly Income Report.
- Review District Financials.

A motion to approve the consent agenda was made by Commissioner Genzale, seconded by Commissioner Tracy and unanimously approved.

7. **Business Agenda:**

Hall 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, 8th Ave. slope stability, and the Emerald Pointe Lift Station.

Hall requested approval for Strider Construction, Pay Application #010 for worked performed on Lift Stations #14 & #15 in the amount of \$52,710.00. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval to send Mesfin Mekonnen and Kris Beutz to the Harris Customer Training Conference in November, 2017. Hall shared that the District had sent staff a few years ago and believed the attendance of the conference would benefit the District. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for Change Order #03 for the new Administration and Maintenance Facility project. The Change Order consisted of fifteen negotiated modifications (Mods) to the project. Hall reviewed the Mods with the Board. After brief discussion, M/S/P unanimously approving the request.

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

Hall updated the Board of the following:

- He will be out of the office on Jury Duty next Wednesday & Thursday (26th & 27th).
- Will be attending Water District #49 Board meeting next Wednesday to discuss potential renting the District office during Water District #49 building remodel.
- Will be meeting with Katy Isaksen in early August to review her analysis on unsewered areas.
- Affective July 1st, 2017, the new pension rate for employee's contribution will adjust from 6.12% to 7.38% and the employer's contribution will adjust from 11.18% to 12.70%.

- Next Tuesday, will provide tour of the SWAMP to Commissioner Hilsen at 9:00 a.m. and to Commissioner Genzale at 1:00 p.m.

9. Attorney's Comments and Reports:

No Attorney Comments or Reports..

10. Commissioner's Comments or Reports:

Commissioner Tracy inquired on City's and District's policies for "tiny homes". There was lengthy discussion on the definition of "tiny homes" and depending on the type of home, would determine the type of sewer service. Hall stated that in the development of tiny home neighborhoods, some are permanent and some are temporary. Some have water and sewer service and some do not. Some have internal bathrooms and kitchens, and some have dry homes and provide community kitchens and bathrooms. Some are low income rentals, and some are free to the homeless. Other than looking at additional living spaces on a residential property as an accessory dwelling unit, or a mother-in-law apartment, the District does not have a written policy for "tiny homes".

11. Executive Session:

At approximately 7:20 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) and 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 40 minutes. The Executive Session concluded at 7:55 p.m.

