



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*)

August 15th, 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 Pay Application #11 to Strider Construction. Also added an Executive Session.

4. Written Communications:

No Written Communication.

5. Public Comment

No Public Comment.

6. Consent Agenda:

- Approval of the Minutes for the August 1st, 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 17.0877 through 17.0931 in the total amount of \$351,004.52.
- Construction voucher numbers 17.0095 through 17.0101 in the total amount of \$899,180.74.
- 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 #011 for worked performed on Lift Stations #14 & #15 in the amount of \$69,955.58. After brief discussion, M/S/P unanimously approving the request.

8. Manager's Comments or Reports:

Hall updated the Board of the following:

- Reminder of the upcoming Employees Appreciation Picnic on August 23rd.
- Was contacted by Attorney Elana Zana of Ogden Murphy Wallace, notifying the District that she will be representing the City of Normandy Park in negotiating a franchise agreement between the City and the District. Hall stated the current franchise agreement expires in November, 2017.
- The Board's hotel reservations have been made for the Fall WASWD Conference held in Wenatchee this year.
- The State Auditor will start their audit on August 22nd which is earlier than normal..
- Will be meeting Steve Cress, a resident from 8th Avenue. The purpose of the meeting is to discuss early morning truck noise.
- Updated the Board on the repairs to the loose manhole covers along 116th SW.

9. Attorney's Comments and Reports:

Attorney Frimodt reported to the Board that Brett Fish had been served with the District's partition action. Attorney Frimodt also advised the Board that he is working on the review of an encroachment issue involving an apartment that was constructed over the District's sewer

line. Frimodt indicated that a potential purchaser of the property had asked for confirmation that the District would not require the apartment building to be removed. Frimodt advised the Board that he has drafted an Easement Encroachment Agreement which confirms the encroachment, allows the building to remain under certain conditions, and otherwise seeks to protect the District from additional costs and damages relating to the encroachment. A general discussion of the encroachment followed. The Board requested that the condition of the line be inspected. Frimodt indicated that he will review the draft Easement Encroachment Agreement again to address the issues raised by the Board. Finally, attorney Frimodt indicated that he had provided the District General Manager and the Superintendent for Water District No. 49 with a copy of a CBA commercial lease form that could be used if the District and Water District No. 49 agree to terms on the short term rental of the District's building during Water District No. 49's remodeling project.

10. Commissioner's Comments or Reports:

Commissioner Hilsen requested a copy of the most recent District financials.

11. Executive Session:

At approximately 7:19 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 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 10 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 7:37 p.m.

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

Commissioner's Meetings	-	September, 5 th , 2017 @ 6:30 p.m.
		September, 19 th , 2017 @ 6:30 p.m.
		October 3 rd , 2017 @ 6:30 p.m.
		October 17 th , 2017 @ 6:30 p.m.
		November 7 th , 2017 @ 6:30 p.m.
		November 21 st , 2017 @ 6:30 p.m.

13. Adjournment:

The meeting was ended at 7:40 p.m.

Attest:

Scott Hilsen ___ Approve

President and Commissioner ___ Oppose

Suzy Genzale ___ Approve

Vice-President and Commissioner ___ Oppose

William Tracy ___ Approve

Secretary and Commissioner ___ Oppose