



# Southwest Suburban Sewer District Commissioner's Meeting

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

**Commissioners:**

William Tracy– President  
Scott Hilsen – Vice President (*Absent*)  
Susan Genzale – Secretary

**Consulting Attorney:**

Eric C. Frimodt

**Consulting Engineers:**

Ken Nilsen  
Cameron Ochiltree

**General Manager:**

Ron Hall

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**July 17<sup>th</sup>, 2018**

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**1. Call to Order:**

Commissioner Tracy called the meeting to order at 6:35 p.m.

**2. Also in Attendance:**

No Others in Attendance.

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

No Additions to the Agenda.

**4. Written Communications:**

No Written Communication.

**5. Public Comment:**

No Public Comment.

**6. Consent Agenda:**

- Approval of the Minutes for the July 3<sup>rd</sup>, 2018 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 18.0680 through 18.0722 in the total amount of \$420,991.97.
- Construction voucher number 18.0070 through 18.0073 in the total amount of \$211,584.86.
- 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:**

Cameron Ochiltree updated the Board on BHC Consultants monthly report on the Salmon Creek solids handling design and the Beverly Park Sewer Extension.

Ken Nilsen updated the Board on PACE's design for Pump Stations #4, #11 & #18.

Hall requested approval for Pease and Sons Pay Application #24 for Contract Change Order #05 in the amount of \$194,886.67. After brief discussion, M/S/P unanimously approving the request.

Hall requested authorization to purchase a temporary control panel to be used during the Salmon Creek Solids Handling project in the amount of \$91,945.00 + WSST. Hall stated that after the project is complete, the control panel and its content will be utilized for spare parts. After brief discussion, M/S/P unanimously approving the request. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for Resolution 2018-07-04, authorization to enter into contract with Shoreline Construction Co. for the Beverly Park District Extension in the amount of \$1,355,000.00 + WSST. After brief discussion, M/S/P unanimously approving the request.

Hall Requested authorization to increase the utility lien filing fee an additional \$130.00. Hall stated that King County had increased the standard recording lien costs by \$130.00 and that the District needs to pass on the additional costs. Hall also stated that administrative staff has requested to provide an additional billing cycle before filing a lien. This will provide District staff additional time to work with the customers in paying their sewer bill before filing the lien. After brief discussion, M/S/P unanimously approving the request.

Hall requested authorization to hire a new position of an entry level Customer Service Representative. Hall stated that the new position will mostly assist in administrative customer service, but will also assist with Inspection Services. After brief discussion, M/S/P unanimously approving the request.

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

Hall requested to adjust the August and September Board meetings from the 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays, to the 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays of the months. After brief discussion, M/S/P unanimously approving the request.

Hall updated the Board on the District's assistance in helping Midway Sewer District in providing

activated sludge seed.

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

Attorney Frimodt provided a status report on the King County Franchise Ordinance litigation. Frimodt reported that Response briefs were filed on June 16<sup>th</sup>. Reply briefs are due on July 23. The hearing on the motions for summary judgment is scheduled for July 27<sup>th</sup>. Frimodt indicated that representatives of the District are welcome to attend the hearing.

Attorney Frimodt also provided a status report on the District's partition action involving the Fish property. The District Manager asked Mr. Frimodt whether he had received any response from the attorney for the City of Normandy Park regarding the draft franchise agreement. Mr. Frimodt indicated that he had not received any response from the City attorney.

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

Commissioners Genzale and Tracy both commented on the WASWD Section IV meeting held here at Southwest Suburban Sewer District on Monday, July 16<sup>th</sup>, 2018.

**11. Executive Session:**

No Executive Session.

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

Commissioner's Meetings	-	August 14 <sup>th</sup> , 2018 @ 6:30 p.m.
		August 28 <sup>th</sup> , 2018 @ 6:30 p.m.
		September 11 <sup>th</sup> , 2018 @ 6:30 p.m.
		September 25 <sup>th</sup> , 2018 @ 6:30 p.m.

**13. Adjournment:**

The meeting was ended at 7:30 p.m.

**Attest:**

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**William Tracy**                                      \_\_\_ Approve  
President and Commissioner                      \_\_\_ Oppose

\_\_\_\_\_  
**Scott Hilsen**                                        \_\_\_ Approve  
Vice-President and Commissioner              \_\_\_ Oppose

\_\_\_\_\_  
**Suzy Genzale**                                        \_\_\_ Approve  
Secretary and Commissioner                     \_\_\_ Oppose