



Southwest Suburban Sewer District Commissioner's Meeting

Dedicated to preserve the purity of your environment."

Commissioners:

William Tracy – President
Susan Genzale – Vice President
Scott Hilsen – Secretary

Consulting Attorney:

Eric C. Frimodt

Consulting Engineers:

Ken Nilsen
Cameron Ochiltree

General Manager:

Ron Hall

November 19th, 2019

1. Call to Order:

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

2. Also in Attendance:

Nancy Tracy

3. Changes or Additions to the Agenda:

No Changes or Additions.

4. Written Communications:

The Board received a letter from Mr. & Mrs. Nguyen, requesting an additional six months release from paying their sewer service bill. The Board of Commissioners previously approved a six month release from their sewer service bill due to a fire that caused extreme damage to their home. Mr. & Mrs. Nguyen have still not been able to move into their home and are requesting additional time. After brief discussion, M/S/P unanimously approving up to six more months.

5. Public Comment:

No Public Comment.

6. Consent Agenda:

- Approval of the Minutes for the November 5th, 2019 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 19.1060 through 19.1104 in the total amount of \$405,112.29.
 - Construction voucher numbers 19.0096 through 19.0097 in the total amount of \$1,495,937.10.
 - Review monthly Income Report.

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

7. Business Agenda:

Ken Nilsen updated the Board on PACE's status on providing the District with information on the retrofit of existing lift station #18.

Cameron Ochiltree updated the Board on BHC's status of the Salmon Creek Solids Handling Project.

Hall provided a memo that listed out the engineering firms that submitted their request to be on the District's 2020 Engineering Roster. Hall recommended keeping both PACE Engineers and BHC Consultants on the 2020 Roster, stating that both firms know the District and staff well, and have continued to provide quality engineering services. After brief discussion, M/S/P unanimously approving the request. Commissioner Tracy motioned to have both PACE Engineers and BHC Consultants continue their appointment of Consulting District Engineers. After brief discussion, M/S/P unanimously approving the requests.

Commissioner Tracy called for nominations for the position of President. Commissioner Genzale nominated Commissioner Hilsen. M/S/P electing Commissioner Hilsen as President of the Board. Commissioner Tracy called for nominations for the position of Vice President. Commissioner Hilsen nominated Commissioner Genzale. M/S/P electing Commissioner Genzale as Vice President of the Board. Commissioner Tracy 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 1st, 2020.

8. Manager's Comments or Reports:

Hall shared a District email security presentation that Kris Beutz put together for the Boards Review.

9. Attorney's Comments and Reports:

Vice-President and Commissioner ___ Oppose

Scott Hilsen ___ Approve

Secretary and Commissioner ___ Oppose