



# 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

**General Manager:**

Ron Hall

**Consulting Attorney:**

Eric C. Frimodt (*Absent*)

**Consulting Engineers:**

Ken Nilsen (*Absent*)  
Cameron Ochiltree (*Absent*)

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**December 3<sup>rd</sup>, 2019**

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**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:**

No written communications.

**5. Public Comment**

No public comment.

**6. Consent Agenda:**

- Approval of the Minutes for the November 19<sup>th</sup>, 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 19.1105 through 19.1161 in the total amount of \$219,806.77.
- Construction voucher numbers 19.0098 through 19.0102 in the total amount of \$860,893.18.
- Review monthly Income Report.

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

## **7. Business Agenda:**

Hall presented a memo requesting authorization to purchase critical parts inventory for both treatment plants and pump stations in the amount of \$62,511.85, plus WSST. After brief discussion, M/S/P unanimously approving the request.

Hall requested continued 2020 District membership with the Washington Association of Sewer & Water Districts in the amount of \$18,255.89. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for Pay Estimate #12 for work performed by Prospect Construction for the Salmon Creek Solids Handling Project in the amount of \$838,915.00. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for the Salmon Creek WWTP Solids Handling Project Contract Change Order #18 in the amount of \$142,656.00. After brief discussion, M/S/P unanimously approving the request.

Hall presented a letter from Derek DeHaan requesting authorization to install a private pump system at 114 South 202<sup>nd</sup> Street. Due to potentially not having proper 2% fall from the home to the closest sewer line, and the damage to the cedar tree roots by digging a deep trench, staff recommends approving the pump system. After brief discussion, M/S/P unanimously approving the request.

Hall presented a quote from BlackPoint IT Services to replace one of the District's servers. After lengthy discussion, Commissioner Hilsen requested contact information for the sales representative from BlackPoint IT Services, so that he could have a conversation with the technician to inquire on more detailed information.

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

Hall reported on the following:

- His meeting with SPU representatives, Mesfin Mekonnen and Katy Isaksen to discuss Seattle contract customer rates.
- Hall handed out draft copies of the 2020 District annual budget for the Boards review in preparation of the December 12<sup>th</sup> "Special" meeting.

- Reminded the Board of the annual employee appreciation event scheduled for December 17<sup>th</sup>.

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

No attorney comments or reports.

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

Commissioner Tracy requested that staff register the Board for the Commissioners Workshop, scheduled for Saturday, January 18<sup>th</sup>, 2019.

**11. Executive Session:**

No Executive Session.

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

Commissioner's Meetings	-	December 12 <sup>th</sup> , 2019 @ 11:30 a.m. "Special"
		December 17 <sup>th</sup> , 2019 @ 6:30 p.m.
		January 7 <sup>th</sup> , 2020 @ 6:30 p.m.
		January 21 <sup>st</sup> , 2020 @ 6:30 p.m.

**13. Adjournment:**

The meeting was ended at 7:11 p.m.

**Attest:**

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**William Tracy** \_\_\_\_\_ Approve

President and Commissioner \_\_\_\_\_ Oppose

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**Suzy Genzale** \_\_\_\_\_ Approve

Vice-President and Commissioner \_\_\_\_\_ Oppose

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**Scott Hilsen** \_\_\_\_\_ Approve

Secretary and Commissioner \_\_\_\_\_ Oppose