



# 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 Engineers:**

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

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**January 7<sup>th</sup>, 2020**

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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 December 17<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 20.0001 through 20.0060 in the total amount of \$285,116.43.
- Construction voucher numbers 20.0001 through 20.0006 in the total amount of \$974,588.31.
- 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 requested approval for Pay Estimate #13 for work performed by Prospect Construction for the Salmon Creek Solids Handling Project in the amount of \$944,955.00. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for Resolution 2020-01-01, adopting new Financial Management Policies. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for Resolution 2020-01-02, transferring \$3,000,000.00 from the Construction Revolving Fund to the Construction Fund. After brief discussion, M/S/P unanimously approving the request.

Attorney Eric Frimodt present a two-year (2020/2021) Agreement for Legal Services from Inslee, Best, Doezie & Ryder, P.S. After brief discussion, M/S/P unanimously approving the request.

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

Hall reported that on October 2<sup>nd</sup>, 2019, he submitted a Public Records Request to the City of Burien and still to date, he has not received anything requested. Hall stated that he sends a reminder notice to the City approximately every month or so, and the City states that they are shorthanded and too busy to address the District's request at this time.

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

Attorney Frimodt reported to the Board on the status of the appeal filed by Brett Fish and related issues. Attorney Frimodt also provided the Board with an update on the King County franchise ordinance litigation and related matters.

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

No Commissioner Comments or Reports.

**11. Executive Session:**

At approximately 7:39 p.m., Commissioner Hilsen indicated that the Board would be moving into an Executive Session. Commissioner 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 30 minutes. The Executive Session concluded at 7:57 p.m.

**12. Business Agenda:**

At 7:58 p.m., Commissioner Hilsen moved the meeting back into general session and added - approving the 5-year employment agreement for the general manager to the Business Agenda. After brief discussion, M/S/P unanimously approving the employment agreement.

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

Commissioner's Meetings	-	January 21 <sup>st</sup> , 2020 @ 6:30 p.m.
		February 4 <sup>th</sup> , 2020 @ 6:30 p.m.
		February 18 <sup>th</sup> , 2020 @ 6:30 p.m.

**14. Adjournment:**

The meeting was ended at 8:05 p.m.

**Attest:**

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**Scott Hilsen**

\_\_\_Approve

President and Commissioner

\_\_\_Oppose

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**Suzy Genzale**

\_\_\_Approve

Vice-President and Commissioner

\_\_\_Oppose

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**William Tracy**

\_\_\_Approve

Secretary and Commissioner

\_\_\_Oppose