



# 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

**Consulting Attorney:**

Eric C. Frimodt

**Consulting Engineers:**

Ken Nilsen  
Cameron Ochiltree

**General Manager:**

Ron Hall

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**February 18<sup>th</sup>, 2020**

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**1. Call to Order:**

6: 30 p.m.

**2. Also in Attendance:**

No others in attendance.

**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 February 4<sup>th</sup>, 2020 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 20.0159 through 20.0200 in the total amount of \$377,846.60.
- Construction voucher number 20.0011 through 20.0013 in the total amount of \$20,073.20.
- 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 stations #18, #11 & #4.

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

Hall requested to hire an entry level Maintenance Mechanic to work at the wastewater treatment plants. After brief discussion, M/S/P unanimously approving the requests.

Hall requested to hire an Accountant II to replace an employee that will be retiring at the end of June 2020. After brief discussion, M/S/P unanimously approving the requests.

Hall requested approval for the Salmon Creek Solids Handling Project Contract Change Order #20, in the amount of \$26,762.00. After brief discussion, M/S/P unanimously approving the requests.

Hall requested authorization to have BlackPoint perform a Security Assessment. The assessment will identify all assets, countermeasures, system controls and documentation with a total cost of \$4,500.00. After lengthy discussion, Commissioner Hilsen requested that staff inquire on who the third party is that is identified within the quote and to request three references of the third party and make the necessary reference checks. Commissioner Hilsen stated that he is comfortable with the BlackPoint quote if the references turn out to be fine.

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

No Comments or Reports.

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

Attorney Frimodt reported on the status of the Cerjance collection matter. Frimodt reported that the subject property was sold and the District has been paid in full for the delinquent connection charges (\$14,636.79) and the outstanding sewer bills (\$1,976.32). Frimodt commented that Loree Johnson was extremely diligent and helpful in bringing this matter to a resolution. This was one of the last outstanding collection matters so it is good to get this resolved. Frimodt also provided a brief status report on the King County franchise ordinance litigation. Frimodt commented that the case was initially re-assigned to Judge Chung, but since he is no longer assigned to civil cases the case will

be re-assigned to another judge. Commissioner Hilsen inquired about the Fish collection matter. Frimodt provided a general update to the Board on the status of the collection matter.

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

No Comments or Reports.

**11. Executive Session:**

No Executive Session.

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

March 17<sup>th</sup>, 2020 @ 6:30 p.m.

April 7<sup>th</sup>, 2020 @ 6:30 p.m.

April 21<sup>st</sup>, 2020 @ 6:30 p.m.

**13. Adjournment:**

The meeting was ended at 7:42 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