



# 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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**August 18<sup>th</sup>, 2020**

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**1. Call to Order:**

6: 31 p.m.

Due to the COVID-19 virus epidemic the Board of Commissioner meeting was held via teleconference only.

**2. Also in Attendance:**

Mr. Chuck Doubek.

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

Added approve temporary sewer service to 16519 9<sup>th</sup> Ave. SW. to the Business Agenda.

**4. Written Communications:**

No Written Communications.

**5. Public Comment:**

No Public Comment.

**6. Consent Agenda:**

- Approval of the Minutes for the August 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 20.0742 through 20.0782 in the total amount of \$397,612.09.
- Construction voucher number 20.0036 in the total amount of \$4,697.00.
- 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's status of the Salmon Creek Solids Handling Project in startup of the new anaerobic digester, boiler and dewatering device.

Ken Nilsen updated the Board on PACE's status on the design started back up for Pump Station #18.

Hall requested approval to renew the District's insurance coverage from Enduris in the amount of \$222,886. After brief discussion, M/S/P unanimously approving the request.

Hall requested approval for the Salmon Creek Solids Handling Project Change Order #025 in the amount of \$71,158.00. After brief discussion, M/S/P unanimously approving the requests.

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

Hall reported on the following:

- An additional break-in incident at the Salmon Creek Wastewater Treatment Plant. Hall stated that he had contacted nine separate security companies and only two responded with a bid to provide temporary security through the end of the construction project. Hall stated that he had signed an agreement with Bastion Security to provide the security services.
- The State Auditor had started their annual audit this past week and requested to meet with one of the Commissioners for a Risk Assessment meeting. Commissioner Hilsen volunteered to meet with the Auditor next week.
- Reminded the Board that the WASWD Fall Conference will be a virtual conference and will held September 16<sup>th</sup> – 18<sup>th</sup>, 2020.
- Updated the Board on the status of hiring an Accountant II.
- Started working on the 2021 annual budget.
- Will be researching collecting water consumption data from the three water districts and SPU that provide water service to the customers within our SWSSD. The goal would be for the District to be able to bill for sewer service to the commercial accounts and schools for their current usage, rather than calculating the previous years' consumption.

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

Attorney Frimodt reported on the status of the appeal filed by Brett Fish. Frimodt advised the Board that the District's response brief is just about finished and will be filed with the court on August 19<sup>th</sup>. Frimodt advised the Board that Mr. Fish would then have 30 days to file his reply brief, unless he seeks a continuance of the due date. Frimodt indicated that he believes that oral argument on this matter would likely not occur until the first quarter of 2021.

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

Commissioners Suzy Genzale and Bill Tracy commented on their attendance of the Washington Association of Sewer and Water Districts (WASWD) Section 4 meeting that was held on August 20<sup>th</sup>, 2020.

**11. Executive Session:**

No Executive Session.

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

September 1<sup>st</sup>, 2020 @ 6:30 p.m.  
September 15<sup>th</sup>, 2020 @ 6:30 p.m.  
October 6<sup>th</sup>, 2020 @ 6:30 p.m.  
October 20<sup>th</sup>, 2020 @ 6:30 p.m.

**13. Adjournment:**

The meeting was ended at 7:13 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

\_\_\_\_\_

**William Tracy**

\_\_\_Approve

Secretary and Commissioner

\_\_\_Oppose