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Southwest Suburban Sewer District Commissioner's Meeting

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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 (*Absent*)

October 20th, 2020

1. Call to Order:

6: 30 p.m.

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

2. Also in Attendance:

Mesfin Mekonnen.

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 October 6th, 2020 Board meetings.
- 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

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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 20.0948 through 20.1010 in the total amount of \$478,459.14.
- Construction voucher number 20.0044 through 20.0048 in the total amount of \$27,442.73.
- 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:

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

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.

Mekonnen requested approval for 2020-10-01, waiving competitive bidding for purchase and installation of SCP communication system. After brief discussion, M/S/P unanimously approving the requests.

Mekonnen presented the District's 3rd quarter Financial Statement as of September 30th, 2020. Mekonnen stated that the Financial Analysis shows the income from Late Charge and Construction Aid was decreased due to COVID-19 but overall the District financial condition will be in a good condition for 2020.

Mekonnen presented the SAO Audit report for 2019 fiscal year and based on the Auditor's report there were no uncorrected misstatements in the audited financial statements and there were no material misstatements in the financial statements corrected by management during the audit. The SAO opinion is as follow. "In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Southwest Suburban Sewer District, as of December 31, 2019, and the changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

8. Manager's Comments or Reports:

On behalf of general manager, Ron Hall, Mr. Mekonnen updated the Board on the following:

- On Monday, October 19th, 2020 was the starting date for the new project & emergency management coordinator Christina Jaeger.
- Mekonnen informed the Board that he listened to the recorded City of Burien council meeting regarding Ordinance No. 744, and that the council postponed the approval for the next meeting due to language and definition correction.

9. Attorney's Comments and Reports:

Attorney Frimodt provided a report on the Burien City Council's consideration of the utility tax ordinance at its meeting on October 18th. Frimodt indicated that it appears that the City is considering comments made by the districts relating to the current form of the ordinance. Frimodt

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noted that the City had already made some revisions based on comments made by Highline Water District. The outstanding issue relates to the definition of gross income being used by the City. The final ordinance will be brought back for final Council action at a future meeting.

Frimodt indicated that he wanted to follow up on Commissioner Tracy's comments about the potential for Cares Act funding to help District customers that may be having a difficult time paying their utility bills. Frimodt report that he is aware that the City of Covington has provided CARES Act funding in the amount of \$60,000 to Covington Water District that it will be using to assist its customers. The District may want to follow up with the City of Burien to inquire whether Burien has any CARES Act funds available to assist residents of Burien in paying their utility bills.

Frimodt also reported on the status of the Pasco Landfill litigation relating to several loads of digester sludge delivered to Pasco in the early 1970s. Frimodt advised that he recently received an update from the environmental attorney representing the District that a tentative settlement has been reached that will require a settlement payment of \$50,000. Frimodt reported that the original demand of the plaintiffs was in excess of \$1,000,000. The settlement funds will be paid by the District's insurers. Frimodt advised that he will be presenting the final settlement documents to the Board in the near future.

10. Commissioner's Comments or Reports:

Commissioner Tracy comments about Cares Act given to City of Burien and questioning about the distribution of the given money to cover delinquent utility accounts. He also mentioned about the Governor's new plan on how to get back to five people for in person meetings due to the increase of COVID-19.

Commissioner Hilsen will be on vacation from October 23rd -29th and he will be visiting his daughter in Hawaii.

11. Executive Session:

No Executive Session.

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

November 3rd, 2020 @ 6:30 p.m.
November 5th, 2020 @ 12:00 p.m. "Special"
November 17th, 2020 @ 6:30 p.m.

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13. Adjournment:

The meeting was ended at 7:06 p.m.

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Attest:

Scott Hilsen

___ Approve

President and Commissioner

___ Oppose

Suzy Genzale

___ Approve

Vice-President and Commissioner

___ Oppose

William Tracy

___ Approve

Secretary and Commissioner

___ Oppose