



# 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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**November 17<sup>th</sup>, 2020**

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**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:**

Jason Richardson and Kevin Jussel.

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

Added approve tree removal at the Miller Creek WWTP and the Administration & Maintenance Facility 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 November 3<sup>rd</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 20.1065 through 20.1121 in the total amount of \$454,389.99.
- Construction voucher number 20.0051 through 20.0053 in the total amount of \$2,947.20.
- 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 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.

Hall informed the Board that Ms. Lisa Hadley has approached the District requesting to install a sewer pump system for a property at 807 SW 207<sup>th</sup> Place in the City of Normandy Park. Hall and Sewer Department and Inspection services Supervisor, Jason Richardson shared their concern with an E-1 pump system, pumping uphill for more than 4,000 elevated linear feet into the District existing sewer system. Mr. Kevin Jussel, representing Ms. Hadley, stated that they were looking at potentially including adjacent neighbors to the pump system project, but were not sure of the neighbors' interest at this time. The Board recommended to Mr. Jussel to communicate to his client of the District's concerns and to work with District staff in working out the details.

Hall presented Resolution 2020-11-01, amending Resolution 2019-12-02, to move the 2021 sewer rate increase of \$2.00 per month, from March 1<sup>st</sup>, 2021 to January 1<sup>st</sup>, 2021. In addition, the commercial use water above 750 cubic feet base amount, will increase from \$4.00 to \$5.00 per 100 cubic feet of water usage. After brief discussion, M/S/P unanimously approving the requests.

Hall requested approval to purchase the GIS software upgrade from ESRI in the amount of \$44,250.00. Hall stated that this will enable the District to move from view only GIS model to an integrated live system. After brief discussion, M/S/P unanimously approving the requests.

Hall requested Board approval for the BlackPoint -IT Managed Solutions Proposal. This proposal will supplement the security the District has in place with advanced security services and will provide additional support and resources anytime we need additional support. Commissioner Hilsen requested that staff set up a meeting to have BlackPoint-IT present him with a presentation of the proposal. Hall stated that he will make sure the meeting is set up.

Mr. Ken Clark, who lives near the intersection of 1<sup>st</sup> Ave. South and South 210<sup>th</sup>, submitted a letter requesting, due to his failed septic system, that the District allow him to install a grinder pump system that would discharge underneath 1<sup>st</sup> Ave South to Midway Sewer District. Hall stated that Midway Sewer District's sewer collection system was much closer to Mr. Clark's residents and recommended allowing him to proceed in contacting Midway Sewer District and if they allow Mr. Clark to connect, the District can proceed with an inter-local agreement with Midway Sewer District. After brief discussion, M/S/P unanimously approving the recommendation.

Hall requested approval for Resolution 2020-11-02, Execution of Developer Extension, American Dream Realty Developer Extension for a new 23 unit townhomes at Ambaum Blvd SW and 156<sup>th</sup> SW. After brief discussion, M/S/P unanimously approving the requests.

Hall requested approval to award the removal of 14 hazardous trees from the Miller Creek WWTP and three hazardous trees at the Administration and Maintenance Facility, to All Pro Tree Care in the total amount of \$22,550.00. After brief discussion, M/S/P unanimously approving the requests.

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

Hall updated the Board on a couple of employees that were out and awaiting results to potentially having the COVID virus. Hall also informed the Board of the management team's communication and training to their individual teams on proper COVID safety practices.

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

Attorney Frimodt provided the Board with some additional comments relating to the Governor's amended Proclamation 20-25.8 issued on November 15, 2020. Frimodt noted that the Proclamation does not further restrict the District's operations because it is an essential business.

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

Commissioner Tracy commented on his attendance of the WASWD Section IV meeting he attended on Monday, November 16<sup>th</sup>, 2020, and that he will be attending the CTC WASWD training on Thursday, November 19<sup>th</sup>, 2020.

Commissioner Genzale requested a list of all sewer rate increases from 2011 to present date. Hall stated that he will get the requested information to her.

**11. Executive Session:**

At 7:31 p.m. the Executive Session was called to order to discuss potential litigation pursuant to RCW 42.30.110(1)(i). The announced time for length of an Executive Session was 20 minutes. The Executive Session ended at 7:42 pm.

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

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

**13. Adjournment:**

The meeting was ended at 7:43 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