

Southwest Suburban Sewer District

Board of Commissioners Meeting Agenda

Phone 206-244-9575 - Email: info@swssd.com

Commissioners

Scott Hilsen - President - Position #1 '2023
Susan Genzale - Vice President - Position #3 '2021
William Tracy - Secretary - Position #2 '2025

General Manager – Ron Hall

Consulting Attorney – Eric C. Frimodt

Consulting Engineers – Ken Nilsen & Cameron Ochiltree

AGENDA FOR: December 15th, 2020

Due to the COVID-19 virus epidemic & until further notice, all Board of Commissioner meetings will be teleconference only. You may join the meeting by using Dial-in number (US): (774) 267-8309 or, you can join the meeting online at: <https://join.startmeeting.com/swssd>.

1. **Call to Order** at 6:30 p.m.
2. **Changes, Additions & Approval of the Agenda**

Added Item “i” to the Business Agenda.
3. **Acknowledge Written Communications**
4. **Public Comment** – Comments will be limited to 3 minutes in an effort to improve meeting efficiency. Anyone who wishes to speak is requested to first identify them self (Name and Address), then state the subject matter upon which they wish to speak.
5. **Consent Agenda** (5 minutes)
 - a. Approval of the Minutes for the December 1st, & 9th, 2020 Board Meetings
 - b. Approval and Signing of the Accounts Payable Vouchers
 - c. Approval and Signing of the Payroll Vouchers
 - d. Approval of the Certification & Satisfaction of Liens, Additions and Adjustments
 - e. Review King County Investment Report for previous month
 - f. Review monthly Income Report
 - g. Review District Financials
6. **Business Agenda**
 - a. Engineers Status Reports (10 minutes)
 - BHC Consultants
 - PACE Engineering
 - b. Approve Resolution 2020-12-01, revising the methodology for commercial accounts & policy related to utility taxes. (5 minutes)
 - c. Review “*Transfer request based on the District financial management policy*” memo. Approve Resolution 2020-12-02, authorizing transfer of funds from the maintenance fund to the bond fund. (5 minutes)
 - d. Approve Resolution 2020-12-03, authorizing transfer of funds from the maintenance fund to the construction revolving fund. (5 minutes)
 - e. Approve Resolution 2020-12-04, approve appointing District auditing officer and alternate auditing officer. (5 minutes)
 - f. Approve Resolution 2020-12-05, approve auditing officer to approve & submit vouchers to King County prior to Board of Commissioner approval. (5 minutes)
 - g. Approve 2021 annual District budget. (10 minutes)
 - h. Approve purchase request for 2020 budgeted pump station and treatment plant equipment. (5 minutes)
 - i. [Approve required fire alarm system installation at Salmon Creek Plant. \(5 minutes\)](#)
7. **Manager’s Comments or Reports**– (5 minutes)
8. **Attorney’s Comments or Reports** – (5 minutes)
9. **Commissioner’s Comments or Reports** – (5 minutes)

10. Set the next Public Meeting, dates and times

Board Meetings -

January 5th, 2020 @ 6:30 p.m.
January 19th, 2020 @ 6:30 p.m.
February 2nd, 2020 @ 6:30 p.m.
February 16th, 2020 @ 6:30 p.m.

11. Executive Session

To discuss potential litigation pursuant to RCW 42.30.110(1)(i). (10 minutes)

12. Agenda Items for next meeting

Adjournment at 7:45 p.m.