

# Southwest Suburban Sewer District

## Board of Commissioners Meeting Agenda

Phone 206-244-9575 - Email: [info@swssd.com](mailto:info@swssd.com)

### Commissioners

Scott Hilsen - President - Position #2 '2023  
William Tracy - Vice President - Position #3 '2025  
Susan Genzale - Secretary - Position #1 '2027

General Manager – Ron Hall

Consulting Attorney – Eric C. Frimodt

Consulting Engineers – Ken Nilsen & Cameron Ochiltree

### AGENDA FOR: February 7<sup>th</sup>, 2023

The Board of Commissioner meetings is also available by teleconference. You may join the meeting by using Dial-in number (US): (774) 267-8309.

1. **Call to Order** at 6:30 p.m.
2. **Changes, Additions & Approval of the Agenda**  
Added approve Financial Software Upgrade Change Order 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 January 17<sup>th</sup>, 2023, Board Meeting
  - b. Approval and Signing of the Accounts Payable Vouchers
  - c. Approval and Signing of the Payroll Vouchers
6. **Business Agenda**
  - a. Approve Resolution 2023-02-01, amending the District’s Employee Recognition Program. (5 minutes)
  - b. Approve residential customer Arrearages Grant disbursement. (5 minutes)
  - c. Discuss amending the District’s policy regarding the purchase authority of District employees. (5 minutes)
  - d. Approve purchase of replacement dewatering well pump at Salmon Creek WWTP. (5 minutes)
  - e. Approve reallocation of Pump Station #8 budgeted funds. (5 minutes)
  - f. Approve Financial Software Upgrade Change Order. (5 minutes)
7. **Manager’s Comments & Reports** – (5 minutes)
8. **Attorney’s Comments & Reports** – (5 minutes)
9. **Commissioner’s Comments & Reports** – (5 minutes)
10. **Set the next Public Meeting, dates & times**      Board Meetings -      February 21<sup>st</sup>, 2023 @ 6:30 p.m.  
March 7<sup>th</sup>, 2023 @ 6:30 p.m.  
March 21<sup>st</sup>, 2023 @ 6:30 p.m.
11. **Executive Session**  
To discuss potential litigation - RCW 42.30.110(1)(i). (30 minutes)
12. **Agenda Items for next meeting**
13. **Adjournment** at 7:45 p.m.