



# Southwest Suburban Sewer District Commissioner's Meeting

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*Dedicated to preserve the purity of your environment."*

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## **Commissioners:**

Scott Hilsen – President  
William Tracy – Vice President  
Susan Genzale – Secretary

## **Consulting Attorney:**

Eric C. Frimodt

## **Consulting Engineers:**

Ken Nilsen – *Absent*  
Cameron Ochiltree – *Absent*

## **General Manager:**

Ron Hall

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**October 10<sup>th</sup>, 2023**

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### **1. Call to Order:**

Commissioner Hilsen called the meeting to order at 6:31 p.m.

### **2. Also in Attendance:**

Bill Stephani.

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

Hall requested to postpone Item “c” from the Business Agenda to the next scheduled meeting. The Board, M/S/P unanimously approving the request.

### **4. Written Communications:**

No written communications.

### **5. Public Comment:**

No public comment.

### **6. Consent Agenda:**

- Approval of the Minutes for the September 19<sup>th</sup>, 2023, 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 23.0920 through 23.0979 in the total amount of \$468,725.42.
- Construction voucher numbers 23.0023 through 23.0024 in the total amount of \$145,140.80.

A motion to approve the consent agenda was made by Commissioner Tracy, seconded by Commissioner Genzale, and unanimously approved.

**7. Business Agenda:**

The Board continued their review of the draft General Sewer Plan. After brief discussion and Q&A, the Board, M/S/P unanimously approved the draft General Sewer Plan.

Hall requested approval for Pay Estimate #1, for the Lift Station #18 Rehab Project – Phase 2, in the amount of \$72,492.04. After brief discussion, the Board, M/S/P unanimously approved the request.

Hall received a request from Mr. Jim Pitts for authorization to install a grinder pump system. Hall informed the Board that the newly constructed house on the property, sat too low to be able to gravity to the sewer line and the only option for Mr. Pitts was to install a pump system. After brief discussion, the Board, M/S/P unanimously approved the request.

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

Hall informed the Board that Kris Beutz had submitted her letter of retirement and that her last day will be January 30<sup>th</sup>, 2023. Hall also stated that interviews to fill her position were going very well and that he expects to have someone hired soon to fill Kris's position.

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

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Attorney Frimodt provided the Board with a status report on the delinquent accounts and collection efforts being undertaken by Inslee Best. Frimodt advised the Board that seven accounts had either been paid in full or made payment arrangements with the District. However, the other accounts have not responded. Ron Hall also reported that one of the delinquent customers came into the District office and was verbally abusive to District staff about the District's collection efforts. Further discussion ensued on collection issues. Frimodt recommended that he be authorized to send a final Notice of Intent to Foreclose to the remaining accounts. Once that is done, if the accounts are not brought current within the specified timeframe, then Frimodt recommended that the District proceed with formal foreclosure proceedings. The process would require the ordering of litigation guarantees and the preparation of collection lawsuits for each of the subject accounts. The Board agreed with that approach. Frimodt indicated that he would provide another update at an upcoming Board meeting.

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

No Commissioner comments or reports.

