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Mission Statement: Meeting the challenge of protecting the environment and providing quality sewer service to the community.

**MINUTES
 COMMISSIONER MEETING
 May 26, 2016 9:00 AM**

Attendees: Commissioner Frank McDaniel and Commissioner Brent Kirk. Staff: Michael Bowers, Johnathan Dix, Tara Bighouse and Reuel Klempel. Engineering Consultants: Stacey Clear and Barry Baker, G & O. Legal Counsel: Brad Cattle.

1. **CALL TO ORDER** - At 9:01 AM, Commissioner Stevens called the Meeting to order.
2. **PLEDGE OF ALLEGIANCE** – Commissioner McDaniel led those present at the Meeting in the Flag Salute.
3. **CONSENT ITEMS** (The Commissioners have previously reviewed these in detail). Commissioner Kirk moved to approve the Consent Items A through I. Commissioner McDaniel seconded the Motion. The Motion passed unanimously.

	AMOUNT	CHECK #'s
A. Minutes: March 22, April 26 & May 12		
B. Lien Placements (87)	NA	
Lien Releases (107)	NA	
C. Investments – (see fund balance sheet)	\$495,574.97	
Withdrawals	NA	
Transfers	\$9,321.52	
D. Payroll	NA	
E. 40 – Maintenance	\$121,797.80	3281-3317
F. 48 – SRF Principle & Interest Payment	NA	
G. 50 – City of Lake Stevens Bond Payment	NA	
H. 58 – Capital Expenditures	NA	
I. 60 – PWTF Principle & Interest Payment	NA	

J. Vernon Village Plan Review Approval - Stacey Clear pointed out the location of this project with south of Team Fitness. It will consist of retail sites and a Wendy's. It will include 11.37 ERUs. It is recommended for approval. Commissioner Kirk moved to approve the Vernon Village Plan Review Approval. Commissioner McDaniel seconded the Motion. The Motion passed unanimously.

4. **PUBLIC FORUM** – None
5. **OLD BUSINESS**

A. Resolution No. 915: Engineering & Inspection Fees – Michael Bowers previously proposed resolution and has updated it with the changes given by the commission. This resolution will help builders to know a more consistent cost per lots when considering building. The previous fees were prior to the economy shift. He shared the cost compared to surrounding cities and it was still a little higher that we wanted so he is proposing a 7% method which makes us more comparable. He did find there are some more fees that could come up for DEA's and we would still bill those to the developer 2% at plan review and the rest when the permit for construction is issued. Additional costs would be billed to the developer, including unpredictable costs that cannot be calculated. Commissioner Kirk moved to approve Resolution No. 915: Engineering & Inspection Fees. Commissioner McDaniel seconded the Motion. The Motion passed unanimously.

6. NEW BUSINESS – None

7. MANAGERS' REPORTS

- A. General Manager – Michael Bowers informed the commission on a conference coming up in Everett that may be of interest to the Commission and staff. Since the District has become a member of the AWC some more options becoming available to the District.
- B. Manager of Administration – Tonya Christoffersen was not present. Michael reported the District has had several inquiries on the property and the current buyer is having a difficult time getting conventional financing. Brad Cattle noted he has not seen any other offers at this time. Michael noted the City wants to put this rezoning on the docket for 2017 and it would be about a year before they plan to have it rezoned as residential.
- C. Treatment Plant Manager – Reuel Klempel reported he attended the Water Reuse Conference in Spokane. They are seeing sites with membranes reclaiming ground water and in other countries they are using membrane water right back into the drinking water due to water shortages. The bio-solids removal is at about 80% complete. Commissioner Kirk asked if there was talk about storm water reuse. Reuel responded there with some agencies trying to treat storm water for usage.
- D. Maintenance and Collections Supervisor – Johnathan Dix reported year to date 185.63 GFC's and 39 inspections. The CCTV truck was out in the field working for 3 weeks this month. There were deficiencies found in the 2.5 miles of pipe video-inspected. The field staff has been cleaning troubled areas downtown. Commissioner McDaniel asked if any problem areas were found. Johnathan replied there were some potential manholes that are infiltrating that will be able to get fixed and some older pipes that have cracks that will need to be fixed as well

8. CITY REPORT – None.

9. COMMISSIONERS' REPORT – None

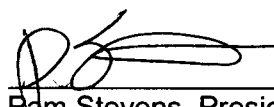
10. EXECUTIVE SESSION – The Commissioners will now recess into Executive Session at 9:30 AM and will last 10 minutes to allow a 5 minute recess. The purpose of the Executive Session is to discuss legal advice with legal counsel concerning potential formation of a collective bargaining unit. At the conclusion of the Executive Session, there will not be action taken by the Board of Commissioners and there will not be any announcements made. The Commission Meeting will be adjourned at the conclusion of the Executive Session.

At 10:11 AM the Executive Session was formally extended for an additional ten minutes, concluding at 10:25 AM.

11. CONCLUSION - There being no further business, the Board Meeting was concluded at 10:25 AM.

Signed at a regular open public meeting this 26th day of May, 2016





Pam Stevens, President and Commissioner



Frank McDaniel, Secretary and Commissioner



Brent Kirk, Commissioner

