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 Lake Stevens, WA 98258  
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 Website: www.lkstevenssewer.org

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

**MINUTES  
 COMMISSIONER MEETING  
 December 28, 2017 9:00 AM**

**Attendees:** Commissioners Pam Stevens, Frank McDaniel and Brent Kirk. District Staff: Tonya Christoffersen, Johnathan Dix, Tara Bighouse, Kim Jones and Caitlin Hubbard. Legal Counsel: Brad Cattle. City of Lake Stevens: Gene Brazel.

1. **CALL TO ORDER** - At 9:00 AM, Commissioner Stevens called the Meeting to order.
2. **PLEDGE OF ALLEGIANCE** – Commissioner Stevens led those present at the Meeting in the Flag Salute.
3. **CONSENT ITEMS** (The Commissioners have previously reviewed these in detail). Commissioner McDaniel moved to approve the Consent Items A through I. Commissioner Kirk seconded the Motion. The Motion passed unanimously.

	<b>AMOUNT</b>	<b>CHECK #'s</b>
A. Minutes: Dec 14		
B. Lien Placements (0)	NA	
Lien Releases (0)	NA	
C. Investments	\$415,768.63	
Withdrawals	\$6,648.18	
Transfers	\$12,415.78	
D. Payroll	NA	
E. 40 – Maintenance	\$102,601.48	4933-4966
F. 48 – SRF Principle & Interest Payment	NA	
G. 50 – City of Lake Stevens Bond Payment	NA	
H. 58 – Capital Expenditures	\$19,408.18	4967-4968
I. 60 – PWTF Principle & Interest Payment	NA	

J. The Refuge Construction Plans Approval – Johnathan Dix noted the District and Engineers give their recommendation for approval. Commissioner McDaniel moved to approve the Refuge Construction Plans Approval. Commissioner Kirk seconded the Motion. The Motion passed unanimously.

4. **PUBLIC FORUM** – Tonya Christoffersen opened up the floor for anyone that wanted to say a few words about Commissioner Kirk. Former Commissioner George Wood started by say he knows Commissioner Kirk has grown and learned a lot. He enjoyed serving with Commissioner Kirk and all he has done for the District and all his hard work. Brad Cattle stated he is glad to say Commissioner Kirk is a very effective Commissioner bringing knowledge, caring and influential Commissioner. The District is able to operate with a Commissioner bringing a full spectrum of what a Commissioner is. Gene Brazel has worked with Commissioner Kirk in the past and thanked him for the past year of work. Gary Petershagen thanked Commissioner Kirk for his years of expertise and wisdom as a long time, hardworking contributor to the community. Commissioner Kirk thanked everyone and looks forward to continuing as a citizen to watch Lake Stevens grow.

**5. OLD BUSINESS**

- A. WASWD Membership – Tonya Christoffersen explained she is bringing this item back after checking into AWC membership at \$40,000. Commissioner Kirk added this is a good idea considering the alternative at a much higher cost.

**6. NEW BUSINESS**

**7. MANAGERS' REPORTS**

- A. General Manager – see item B.
- B. Manager of Administration – Tonya Christoffersen reported she was in mediation with the bargaining group with another meeting scheduled January 29<sup>th</sup>. She thanked Commissioner Kirk for all his hard work and dedication to the District.
- C. Treatment Plant – Casey Mullins reported operation flows are averaging normal for winter. They are working on managing the extra flows for winter and thanked Commissioner Kirk on behalf of the Treatment plant.
- D. Manager of Collections – Johnathan Dix reported our GFC's are at 122.67 year to date. He also thanked Commissioner Kirk for his influence at the District.

**8. CITY REPORT** – Gene Brazel reported projected revenues are up.

**9. COMMISSIONERS' REPORT** – Commissioner McDaniel reported he enjoyed serving with Commissioner Kirk. Commissioner Kirk said he hopes for the District and Coty to continue to work together. He reiterated he believes the bill should show a breakdown for the rate payers to see how much it actual takes for sewer and debt because he believes the treatment plant is one of the best run and most efficient in the state.

**10. EXECUTIVE SESSION** – none.

**11. CONCLUSION** – The Board Meeting was concluded at 9:22 AM.

Signed at a regular open public meeting this 11<sup>th</sup> day of January 2018



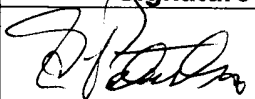
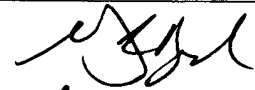
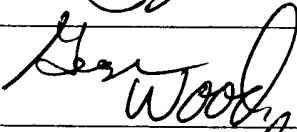

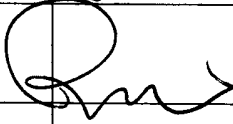
Pam Stevens, Secretary and Commissioner

Frank McDaniel, Secretary and Commissioner

Kevin Kosche, Commissioner

VISITOR SIGN-IN

If you would like to address the Board of Commissioners, it will be necessary for you to sign in. Thank you.

Print Name	Signature	Address	Phone	Purpose
GARY PETERSHAGEN		CITY	425-418-1245	
Alex Brazel		CITY		
George Wood		2700 101 <sup>ST</sup> AVE NE L.S.	425-238-5516	Visit
Eric Echols				
Raechel McNamee		city		