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

**MINUTES
 COMMISSIONER MEETING
 February 8, 2018 9:00 AM**

Attendees: Commissioners Pam Stevens, Frank McDaniel and Kevin Kosche. District Staff: Tonya Christoffersen, Johnathan Dix, Tara Bighouse, Ron Hoole, Caitlin Hubbard, Casey Mullins and Mickie Cooper. District Engineers: Barry Baker and Leigh Nelson, Legal Counsel: Brad Cattle. City of Lake Stevens: Gene Brazel and Eric Durpos.

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 Kosche moved to approve the Consent Items A through I. Commissioner McDaniel seconded the Motion. The Motion passed unanimously.

	AMOUNT	CHECK #'s
A. Minutes: Jan 25 & 30		
B. Lien Placements (97)	NA	
Lien Releases (116)	NA	
C. Investments	\$630,221.78	
Withdrawals	\$258,706.78	
Transfers	\$2,519.36	
D. Payroll	\$177,909.15	
E. 40 – Maintenance	\$122,296.17	5069-5105
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. Lyons Gate I Construction Plans Approval – approved with item K.
- K. Lyons Gate II Construction Plans Approval – Leigh Nelson showed the location on the Map and noted she recommends the plans be approved and are consistent with District standard. There may be a different connection point than is shown in the plans in the future. Commissioner Kosche moved to approve Lyons Gate I and II Construction Plans Approval. Commissioner McDaniel seconded the Motion. The Motion passed unanimously.

4. **PUBLIC FORUM** – none.

5. **OLD BUSINESS**

- A. Evaluation of Unification Update – Tonya Christoffersen noted this item will show on the Board Agenda’s moving forward. She noted the subcommittee appointees will be Commissioner Stevens and McDaniel, with Commissioner Kosche as the alternate. She added the evaluation is scheduled to be complete by the end of July, as the pillars are worked through the subcommittee will come together to review what Gene and Tonya has agreed upon. Commissioner Kosche moved to appoint Commissioner Stevens and McDaniel as the subcommittee members with Commissioner Kosche as the alternate. Commissioner McDaniel seconded the Motion. The Motion passed unanimously.

- B. Property Management Company for Rental Unit – Tonya Christoffersen asked for this item to be removed, there was another contract submitted this morning, so she would like to time review and present both contracts.
- C. Results of South Lake Stevens Regional Lift Station Feasibility Study – Leigh Nelson provided an overview of the report on the proposed new regional lift station that will remove flow from Lift Station 2 and redirect flows from Lift Station 8, the Mountain View proposed development, and other gravity tributary areas adjacent to the lift station to the SW Interceptor in 20th Street, which will bring Lift Station 2 out of moratorium and significantly increases the capacity of Lift Station 8 by reducing its overall force main length and elevation gain. The main goal of this study was to find out what size the Lift Station should be. Leigh explained building the size that is in the Comp Plan now will eliminate the need to upgrade in the future and will save money. Patrick McCourt – 10515 20th St – He noted his concern is there are not 2,800 connections in that area to connect. His count with LDP came out to 400 connections. He would like to know the drivers for the size of this Lift Station. Leigh explained the 2,800 connections include existing and future flow coming from the other lift stations and gravity tributary basins, not just the proposed development. Barry Baker explained the actual pump that would be installed in the new lift station is the same physical pump regardless of whether the Comprehensive Plan peak flow of ~1,500 gpm or the reduced flow of ~1,100 gpm is used to size the facility. He added using this specific pump will allow for either trimming the impeller or using VFDs to regulate flow. The cost is approximately \$4.52 million for the new Lift Station and \$1.4 million for connecting the missing portions of the force main. Patrick explained the Mountain View property was annexed into the District and anticipated the annexation in to the City will be complete in July. They will be pushing to start building in 2019. He stated he will be getting together with staff to outline a proposal. Leigh added the Comp Plan stated the District will contribute \$2.8 million to this project. Johnathan Dix added all the projects noted in the Comp Plan are in the financial forecast. The Commission would like more time to look into this in relation to the overall capital budget. Patrick would like the DEA wrapped up in the next four weeks. Commissioner Stevens stated the Commission and staff will be working on this.

6. NEW BUSINESS

- A. Resolution 939: Amending No. 827 Contributions to VEBA – Tonya Christoffersen noted this resolution will stop all contribution for the Commissioners to VEBA. Commissioner McDaniel moved to approve Resolution 939: Amending No. 827 Contributions to VEBA. Commissioner Kosche seconded the Motion. The Motion passed unanimously.
- B. Payment Distribution on Billing Statement – Tonya Christoffersen showed the billing statement with the updated pie chart showing the breakdown of the month rate for 2017 that will be added to the billing statements. She noted she will be putting a note to what the chart is on the billing statement in the newsletter per the request of the Commission.
- C. Resolution No. 940: Amending No. 937 Revising the Area of Annexation known as Pellerin – Leigh Nelson explained that the proponent wanted to expand the current annexation boundary, which would create a hole in the District boundary. Resolution 940 expands the boundary of the annexation area shown in Resolution 937 and would include an island if approved by the Boundary Review Board as proposed. Patrick McCourt commented about the challenge of the GMA growth targets within the UGA versus the resistance of landowners within the Urban Growth Area (UGA) for increased densities required to meet the Growth Management Act (GMA) growth targets. He stated there is no way for Cities to reach their GMA growth targets when the citizens do not want to be in the City limits, even though they are within the UGA. He is hearing the issues with taxing being so high in the City and no fireworks allowed are causing home owners to not want to annex into the City. Patrick noted the City is in the process now of going through a systematic plan to

annex areas not currently in the City limits but within the UGA Patrick commented nothing changes the fact the Regional Lift Station must be built. Commissioner McDaniel asked Gene Brazel his opinion on behalf of the City. Gene confirmed the challenges the City faces with annexations. Leigh added Resolution No. 940 was for the District annexation and the property owners are concurrently working on getting the property annexed into the City. Commissioner Kosche moved to approve Resolution No. 940: Amending No. 937 Revising the Area of Annexation known as Pellerin. Commissioner McDaniel seconded the Motion. The Motion passed unanimously.

7. MANAGERS' REPORTS

- A. General Manager – see item B.
- B. Manager of Administration – Tonya Christoffersen thanked the Commission for a good planning meeting.
- C. Treatment Plant – Casey Mullins reported operations and maintenance are at 6 MGP. Some tests are showing a 20 percent gain in filter ability on trains. He wanted to give an update on a previously asked question about the cost to treat flows; the LSSD plant treats at a 35% saving over Mount Vernon which is the most comparable plant to Lake Stevens.
- D. Manager of Collections – Johnathan Dix reported 91 GFC's paid year to date.

8. CITY REPORT – Gene Brazel reported the City continues to work on the design of 20th and Hwy 9. They will be working with the District on a lift station that will needed.

9. COMMISSIONERS' REPORT – Nothing to report.

10. EXECUTIVE SESSION – The Commissioners will now recess into Executive Session at 10:18 AM to allow a 2-minute recess to excuse the general public; it is estimated that executive session will last 20 minutes. The purpose of the Executive Session per RCW 42.30.110 (G) to review the performance of a public employee. 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. The executive session ended at 10:10 AM.

11. CONCLUSION – The Board Meeting was concluded at 10:10 AM.

Signed at a regular open public meeting this 22nd day of February 2018




Pam Stevens, President 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 PETERS WAGNER		CITY	425-418 1245	CITY BUS.
Ron Hoole	