



1106 Vernon Road, Suite A
 Lake Stevens, WA 98258
 (425) 334-8588 Fax (425) 335-5947
 Website: www.lkstevenssewer.org

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

**MINUTES
 COMMISSIONER MEETING
 May 23, 2019 at 9:00 AM**

Attendees: Commissioners Dan Lorentzen, Mariah Low and Kevin Kosche. District Staff: Johnathan Dix, Tara Bighouse, Caitlin Hubbard and Casey Mullins. District Engineers: Leigh Nelson, G&O, Rodney Lander, CHS and Robin Nelson, PACE Engineering. Legal Counsel: Brad Cattle. City: Leah Everett and Councilmember Gary Petershagen.

1. **CALL TO ORDER** – At 9:00 AM, Commissioner Kosche called the Meeting to order.
2. **PLEDGE OF ALLEGIANCE** – Commissioner Kosche led those present in the Flag Salute.
3. **AGENDA APPROVAL** – Commissioner Lorentzen moved to approve the Agenda as presented. Commissioner Low seconded the Motion. The Motion passed unanimously.
4. **CONSENT ITEMS** (The Commissioners have previously reviewed these in detail): Commissioner Lorentzen moved to approve the Consent Items A through J. Commissioner Low seconded the Motion. The Motion passed unanimously.

	AMOUNT	CHECK #'s
A. Minutes: May 9 & 14		
B. Lien Placements (0)	NA	
Lien Releases (0)	NA	
C. Investments	\$997,440.32	
Withdrawals	\$2,709,400.10	
Transfers	\$785,062.62	
D. Payroll	NA	
E. 40 – Maintenance	\$305,563.24	6397-6430 & EFT122
F. 48 – SRF Principle & Interest Payment	\$1,646,365.84	6431
G. 50 – City of Lake Stevens Bond Payment	NA	
H. 58 – Capital Expenditures	\$155,968.84	6433-6437
I. 60 – PWTF Principle & Interest Payment	\$905,233.93	6432

- J. Sunset Hills DEA – not available.
- K. Sunset Hills DEA Construction Plan Approval– not available
- L. Adkin-Strom DEA – not available.
- M. StorQuest DEA – not present.
- N. StorQuest DEA Construction Plan Approval – not present.

5. PUBLIC FORUM – Non-action Items (please limit comments to 3 minutes)

Patrick McCourt noted he submitted the permit for the new Everett Clinic at Soper Hill and Hwy 9. The seconded facility is an assisted Senior Facility. He will be submitting sewer paperwork soon. He noted the hope is to see a one stop medial shop

6. OLD BUSINESS

A. Vacation of Easement Public Hearing – Commissioner Kosche opened the public hearing. Johnathan Dix explained the public hearing is regarding an easement recorded for an anticipated sewer line that was never constructed. He explained that the easement is located near the Grange and Autumn Crest. There is no plan to use this easement and the recommendation is to vacate that easement. Patrick McCourt noted he supports vacating the

easement. Leigh Nelson added that easement was for Glenwood Elementary which is now connected via another location, so this easement is no longer needed. Commissioner Kosche closed the public hearing.

- B. Authorization for the General Manager to Sign the Vacation of Easement – Commissioner Lorentzen moved to authorize the General Manager to sign the vacation of Sewer Easement Commissioner Low seconded the Motion. The Motion passed unanimously.
- C. Comp Plan SEPA Public Hearing – Commissioner Kosche opened the public hearing. Johnathan Dix explained this is regarding the comp plan amendment and turned it over to Rodney Langer. Rodney gave a brief explanation of the changes including; a few new CIP items, changes in anticipation of growth, changes that pertain to the RUTA, the buildable land assumptions didn't change significantly and will be incorporated in a proposed GFC update. The SEPA Comment period ends on the 27th and in June the District can move forward to the next step. Patrick McCourt commented he does not agree with the Snohomish County Buildable Lands data and wanted his opinion to be known and believes its being based on inaccurate information. Commissioner Kosche noted in order to be able to alter the plan, the number would have to drastically change. Rodney added they are looking at the plan, however Snohomish County numbers are only one aspect used to make the decision. It takes a lot of homes one direction or the other to have a significant impact on the CIP. Patrick added he is suggesting expanding the UGA, it's important the City plan for growth in the future and the buildable land report needs to be seriously looked at, he is aware the slope and valleys are difficult to calculate around and is not willing to let them someone on his land to survey. You can't use the model "build it and they will come" by funding all of the Capital Facilities projects without actual growth to pay for them. Rodney noted an element that has been added to the comp Plan is looking at the RUTA and UGA needs if UGA expanded. Commissioner Kosche closed the public hearing.
- D. Consent to Advertise the Southlake Regional Lift Station for Bid – Johnathan Dix reported they have received initial comments back from the City and the only comment was an impact mitigation comment. He is working out the extent of which and whether anything is needed. Staff is confident they are ready to move forward to advertising the project for bid. Robin Nelson suggested an advertisement date the first or second of June, with a bid opening around June 26th and evaluate bids received with a verbal report at the first meeting in July. Patrick asked the time frame of the project, Johnathan replied approximately 6 months to complete around which would be some time in February. Patrick added he has put a lot of money into it on the front end, he would like to know what the delays have been caused by as he had hoped it would be done in the dry months. Robin replied that he cannot identify "one" thing that has caused a delay to go out to bid. Commissioner Kosche added it would have had to start in October to get it started now. Patrick added as the District moves forward the Commission should be cognizant to dry weather planning. Commissioner Kosche explained the public procurement requirements as well as bureaucratic process in which these projects must go through requires time. Patrick is hopeful for items to dove tail with the pace of construction of the Mountain View plat and would like a plan to allow 20 homes to connect at Mountainview if the Regional Lift Station is delayed. Commissioner Lorentzen moved to approve consent to advertise the Southlake Regional Lift Station for bid. Commissioner Low seconded the Motion. The Motion passed unanimously.

7. NEW BUSINESS

- A. Authorization for the General Manager and District Attorney to Sign a Service Agreement with Snohomish County for IT Services – Commissioner Kosche noted this is a previously discussed item and asked if legal counsel has reviewed the contract. Brad Cattle replied yes, and he has spoken to Tonya, they agree it is ready to sign. Commissioner Lorentzen moved

to approve the authorization for the General Manager and District Attorney to sign the service agreement with Snohomish County for IT services. Commissioner Low seconded the Motion. The Motion passed unanimously.

- B. Authorization for the General Manager to Sign the Contract with Northwest Liquid Transport 1 for the Old Treatment Plant Lagoon Decommissioning – Caitlin Hubbard explained this is for the contractor to till the remaining bio-solids in with topsoil. She stated that the contract was ready for signature and that District staff recommends approval. Commissioner Lorentzen moved to approve authorization for the General Manager to Sign the Contract with Northwest Liquid Transport 1 for the Old Treatment Plant Decommissioning. Commissioner Low seconded the Motion. The Motion passed unanimously.

8. MANAGERS' REPORTS

- A. Manager of Administration – not present.
- B. Manager of Collections – Johnathan Dix reported next week is the WSDOT Utility Kick-Off meeting for phase 2 of the SR9 / 204 improvement project. He doesn't anticipate any impacts to the collection system with this phase of construction.
- C. Treatment Plant Update – Casey Mullins reported flows 2.6 MGD; normal for spring. Membrane train cleaning is going well. It is time consuming with three down and three to go. The warmer weather is helping, and they will be going to one basin to decrease sludge production while the centrifuge is down for a significant time. Caitlin Hubbard added last year as she was looking for the lagoon sludge, the depart of ecology did approve and it is still good. We can haul 7,600 gallons to Monroe and can be pumped right from the truck. Casey added it's a viable solution with just a little more cost as a back up plan. He took a high school student Adriane Pratt on a tour of the plant; it was nice to see interest. Spring cleaning continues.

- 9. **CITY REPORT** – Leah Everett reported North Cove Park is currently getting the sidewalk cement poured. Once the topsoil is ready, the sod will be laid, and light poles will be installed as well. The past weekend Spring Cleaning at the Mid High was a success. She added there is lots of development going on, with over 360 building permits so far this year.

- 10. **COMMISSIONERS' REPORT** – Commissioner Lorentzen reported on the groundbreaking for the food bank and grand opening for Michaels were nice to see and both events were well attended.

- 11. **EXECUTIVE SESSION** – none.

- 12. **CONCLUDE** – The Board Meeting was concluded at 9:27 AM.

Signed at a regular open public meeting this 13th day of June 2019



Dan Lorentzen, Commissioner



Mariah Low, Secretary and Commissioner



Kevin Kosche, President and Commissioner