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

**MINUTES
OF SPECIAL MEETING
BOARD OF COMMISSIONERS**

**June 25, 2019
Utility Committee**

Attendees: Commissioners Dan Lorentzen, Mariah Low and Kevin Kosche; Staff: Tonya Christoffersen, Johnathan Dix and Tara Bighouse.

Guests from the City of Lake Stevens: Mayor John Spencer, Councilmembers Gary Petershagen and Marcus Tageant. Gene Brazel and Kathy Pugh.

1. **Called to Order** at 4:00 pm by Commissioner Kosche. He moved into the meeting agenda item "Utility Committee Meeting".
2. **Utility Committee Meeting** – The Committee discussed mutual projects and planning for the Lake Stevens UGA and study areas.
3. **Conclude** – There being no further business, the Special Meeting was concluded at 4:50 pm

Signed at a regular open public meeting this 25th day of July 2019





Dan Lorentzen, Commissioner



Mariah Low, Secretary and Commissioner



Kevin Kosche, President and 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 |
|-------------|-------------|---------|-------|---------|
| Paul Knight | Paul Knight | | | LSSD |
| Mickie Carr | Mickie Carr | | | LSSD |
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**Utility Committee Meeting Minutes
June 25, 2019 4:00 pm**

City of Lake Stevens / Lake Stevens Sewer District
1106 Vernon Road, Suite A, Lake Stevens, Washington

1. **Called to Order:** 4:00 PM by Commissioner Kevin Kosche
2. **Roll Call:**

Attendees Representing the District: Commissioners Dan Lorentzen, Mariah Low and Kevin Kosche; Staff: Tonya Christoffersen, Johnathan Dix and Tara Bighouse.

Attendees Representing the City of Lake Stevens: Mayor John Spencer, Councilmembers Gary Petershagen and Marcus Tageant. Gene Brazel and Kathy Pugh.
3. **Action Items:**
 - a. **Approval of Meeting Minutes of May 21, 2019** – John Spencer moved to approve the May 21st, 2019 minutes. Marcus Tageant seconded the Motion. The Motion passed.
4. **Public Forum:**
5. **Information Sharing – New Legal Counsel:**
 - a. **County Landfill: Potential Park** – Gene Brazel noted they have not done anything since the last meeting. It hasn't rose to the top of the to-do list with the North Cove park project. Marcus Tageant asked about the updated numbers on the leachates. Johnathan Dix noted the county did self-reporting and hasn't been able to get a hold of the person doing the reporting. John Spencer noted they currently haul it to Cathcart and if that needs to continue that works.
 - b. **Bond Refinance: Appendix A** – Tonya Christoffersen spoke with Gene yesterday and also reached out to Dave Trageser, he noted there is no loan credit and he doesn't believe there are any negative impacts that will affect the City. She reiterated per this email from Dave there should be no reason for this to not move forward and would like to see this go to the City Council on June 9th, before the councilmember summer sabbatical. Because these are sewer revenue bonds and this amendment extends past the unification date of 2032 the City must sign off due to the financial obligation. John Spencer noted they will be meeting with their team tomorrow about this. Kevin Kosche asked if there any question to please ask early, the District will scramble to get what's needed. Gene added it got confusing with discussing Costco Bonds in the same email with Bonds. John Spencer noted to be clear they are not issuing bonds for Costco or anything like that. These are bonds for public works only. Kevin Kosche asked for Tonya to send an email check point summary by Friday.
6. **Project Review:**
 - a. **Capital Projects: Costco/Development/Downtown Plan** – Gene Brazel reported next week they will start on the pavilion and have the groundbreaking. The City are trying to get it complete by July 4th. They are working with the Library on possibly the old police station. They have an appointment to retro fit the newly purchased former fire building for the police. The rest of the houses on the Williams property will be down in the next few weeks. John Spencer added they have made it high density and will be working with the District to fulfil that capacity. The City has finished the buildable lands permit, in order to make it work the high density is needed. John noted Costco is coming along well, WSDOT will work on the roundabout; with the sewer and water under the road. The timeframe to start is 2021. Gary noted July 11th is the Costco neighborhood meeting. He added the traffic analysis has been

done and it can handle the added traffic. Johnathan Dix added the South Lake Regional Lift Station bid opening is tomorrow. It's a little late but have received interest. He has been communicating with Eric Halverson to share the road closures. Johnathan showed the moratorium area that it will free up and will eliminate the immediate need for an upgrade to Lift Station 2.

- b. Decant Facility Update** – Gene Brazel noted they have the property and the crew is working on getting it fenced. Johnathan added Ty has been working hard with PACE and they will be working on financing. Johnathan added up until today King County had refused to renew the District the permit for hauling biosolids. They did give a one-year time extension to the District; they are working on getting Snohomish County. Gene added it's a good project and sewer will for sure have a home at this facility. Kevin added the District has ear marked \$1.5 million for the facility and is more than willing to contribute or help.
- c. Unification Agreement Discussion** – Tonya Christoffersen noted she and Gene have been talking and talked with the District Attorney who had met with the City's attorney and came back with meeting protocols, nothing had been done. She did update the Agenda based on the protocols per the agreement. She shared with Gene to have this discussion at today's meeting since something is amiss. Kevin added there are two bodies of work; one body came out of the Christmas eve letter on 4.2 & 7.12, which he thought the attorneys are meeting on. He noted from the last meeting minutes he believes the Agenda is the meeting protocol and meet early and often if something is needed. John Spencer noted the City changed attorneys, that did slow it down a bit. He noted their Attorney stated where are the protocols; Kevin replied that can be resolved no problem. John Spencer commented the DEA's from the last meeting and reporting on them at the Utility Meeting is needed; for example, the City's change in requirements of the Nourse Development. It's important to know what is going on with development. Kevin added the District doesn't have land use authority; the City does, with the Nourse development he would have liked to see the City come to the District and say something. The communication with DEA's can be communicated much easier than through a Utility Meeting. John added he disagrees in the since of moving forward on taking action on projects and the District needs to come checking on development and feels they want to improve on working together and put something on paper from both the City and District of the Land Use and Sewer DEA's. He doesn't see working together seamlessly and moving forward and only ringing the bell when something is wrong. Mariah added her concern is having this meeting once a month and holding up these projects. Johnathan Dix explained the District will not even consider a DEA until they have plat application from the City. The County sends a post card letting the District know when a new plat is approved. Kevin added there is no problem with having a list of DEA's for information on what's coming up and not holding up work and having the District and City's staff give an explanation of the process so everyone is on the same page. John Spencer would like to have this as a protocol. Tonya noted she believes it works both ways and letting the District know of developments as well she does believe this happens on a staff level with pre-cons and not always a council level. Gene added from behind the scenes Tonya and Gene are getting different stories and getting them both in the room. Kevin added these two officials need to just get on it and once they have done their homework, even if they don't agree then if needed, we can have them here. John Spencer noted to give them a deadline and see what they come up with. Tonya added she will be happy to draft something tonight to both of them and give them a deadline prior to August 6th; the Utility Committee.

Utility Committee Meeting

7. **Schedule the Next Meeting** – The next meeting is scheduled for July 9th at 4:00 pm and August 6th at 4:00 pm.
8. **Adjourn** – Marcus Tageant moved to adjourn; Dan Lorentzen seconded the Motion. Kevin Kosche adjourned the meeting at 4:49pm.

2019 Utility Committee Chair:



Kevin Kosche, Commissioner
Lake Stevens Sewer District