



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

**MINUTES  
COMMISSIONER MEETING  
February 27, 2020 at 9:00 AM**

**Attendees:** Commissioners Kevin Kosche, Dan Lorentzen and Mariah Low. District Staff: Tonya Christoffersen, Johnathan Dix, Tara Bighouse and Casey Mullins. District Engineers: Barry Baker and Leigh Nelson, G&O. City Administrator: Gene Brazel. Legal Counsel: Brad Cattle.

1. **CALL TO ORDER** – At 9:00 AM, Commissioner Low called the meeting to order.
2. **PLEDGE OF ALLEGIANCE** – Commissioner Low led those present in the Flag Salute.
3. **AGENDA APPROVAL** – Commissioner Lorentzen moved to approve the Agenda. Commissioner Kosche 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 I with the correction. Commissioner Kosche seconded the Motion. The Motion passed unanimously.

	<b>AMOUNT</b>	<b>CHECK #'s</b>
A. Minutes: Feb 11		
B. Lien Placements (0)	NA	
Lien Releases (0)	NA	
C. Investments	\$821,924.47	
Withdrawals	\$1,000.00	
Transfers	\$12,499.43	
D. Payroll	NA	
E. 40 – Maintenance	\$23,000.00	
	\$267,505.45	7258
F. 48 – SRF Principle & Interest Payment	NA	7259-7299 & EFT 132
G. 50 – City of Lake Stevens Bond Payment	NA	
H. 58 – Capital Expenditures	\$46,627.91	7300-7305
I. 60 – PWTF Principle & Interest Payment	NA	

- J. Mountain View Phase 1 DEA – Johnathan Dix explained both Mountain View DEA's for Phase 1 and 2 they capture the direction given by the Commission for approval. Commissioner Lorentzen moved to approved Mountain View Phase 1 DEA. Commissioner Kosche seconded the Motion. The Motion passed unanimously.
- K. Mountain View Phase 2 DEA – Commissioner Lorentzen moved to approve Mountain View Phase 2 DEA. Commissioner Kosche seconded the Motion. The Motion passed unanimously

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

**6. OLD BUSINESS**

- A. Resolution No. 978: Emergency Declaration on 91<sup>st</sup> Ave NE – Johnathan Dix explained this is an emergency declaration of the work on 91<sup>st</sup>. As the work began it was discovered the problem with the pipe was larger than expected and staff is asking the Commissioner to declare it an emergency and waive the bid process as it could become a health and safety hazard if required to competitively bid the project. Brad Cattle noted the Commission would be ratifying the action of declaring an emergency which would allow staff to contract for the replacement. Commissioner

Lorentzen moved to approve Resolution No. 978: Emergency Declaration on 91<sup>st</sup> Ave NE. Commissioner Kosche seconded the Motion. The Motion passed unanimously.

## **7. NEW BUSINESS**

- A. Resolution No. 979: Creating the Mountain View Latecomer Reimbursement Area – Johnathan Dix explained this resolution creates a latecomer basin for the Lift Station the Mountain View project will be constructing. There will be an extra 460 ERUs and the District will be the beneficiary to collect the latecomers on those future connections. Commissioner Lorentzen moved to approve Resolution No. 979: Creating the Mountain View Latecomer Reimbursement Area. Commissioner Kosche seconded the Motion. The Motion passed.

## **8. MANAGERS' REPORTS**

- A. General Manager – Tonya Christoffersen reported the Treatment Plant supervisor has been posted internally, there have been two applications turned in so far; it will go public next week. The District will be hiring two seasonal employees, the job descriptions are with Johnathan to review. She thanked Casey for the good job on tours of the Wastewater Treatment Plant and read a note sent to her from a person who took a tour who gave a great report and thanked Casey for a job well done. She has received a letter regarding the Vernon Business Center improvements, the work will start in 30 days. She leaves tomorrow on vacation for 3 weeks.
- B. Manager of Collections – Johnathan Dix reported they have found an odor control solution for the new Regional Lift Station that should work. There were a few issues at 18<sup>th</sup> and S Lake Stevens Rd, there were concrete panels under the road so there will be a change order. Patrick McCourt added he has run into the same thing and found out it was from World War 2. Leigh Nelson added Sunnyside Rd is the same. Johnathan continued, 91<sup>st</sup> Ave pipe repair is a little ahead of schedule and going well. The pipe is in worse shape than expected so the repair was in perfect timing. Patrick McCourt asked with the Regional Lift Station near complete, will the Commission lift the moratorium? Johnathan Dix replied yes and added to that clarifying the Stitch Road moratorium will be lifted when the Regional Lift Station is accepted. The Lift Station 7 moratorium cannot be lifted until the upgrades are made. The upgrade to Lift Station 7 is identified in the CIP in the next 5 years. Patrick McCourt added with the urban growth area on that side of the road and the potential City annexation he would like to see if there is a way to expedite the upgrading of Lift Station 7 to help with expanding that area.
- C. Treatment Plant Update – Casey Mullins reported 3 MGD. He scooped approximately 85 gallons of soft grease out the of the influent channel, nothing appreciable got through into the plant. The process is stable, staff has been able to maintain filterability throughout the winter so far. The general tour went well on the 18<sup>th</sup>, the next tour date is March 18<sup>th</sup>. Andritz is coming on April 13<sup>th</sup> for timed service on the thickening centrifuge, all parts are onsite. Plant staff is confident it will go well. Casey showed the OEM plates verses the plates that were cut at Everett Steel; they are nearly identical with an approximate total savings of \$3,400. Tonya Christoffersen added a Facebook post on grease, which received approximately 26,000 views was a hot topic for about 4 days. Although it was received as negative, after replying there was a lot of positive feedback and people responding they are educating their children.

- 9. **CITY REPORT** – Gene Brazel reported the mill is going as expected and plans to have it done by April 15<sup>th</sup>. The War Memorial should be done by Memorial Day. The next focus will be 18<sup>th</sup> Street. Leah Everett's last day is today, and she will be pursuing her work as an artist. He noted Eric and Johnathan have been doing good work on the decant facility and should go out to bid soon, Everett PUD agreed they will just pay a fee for disposal at the decant facility and not be a partner. Commissioner Kosche noted it is really nice to have the walk paths cleared by the City. Commissioner Lorentzen agreed, he has seen the City sweep, it was appreciated. He added he has known Leah

since she was very young and she has always been a talented artist, some of her artwork is hanging in Fire Station 82.

**10. COMMISSIONERS' REPORT** – Commissioner Lorentzen noted he will be out of the County for the next three weeks. Commissioner Kosche commented the last Utility Committee meeting was a good one; probably the best he's attended.

**11. EXECUTIVE SESSION** – none.

**12. CONCLUDE** – The Board Meeting was concluded at 9:26 AM.

Signed at a regular open public meeting this 12<sup>th</sup> day of March 2020



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Dan Lorentzen, Commissioner

  
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Mariah Low, President and Commissioner

  
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Kevin Kosche, Secretary and Commissioner