



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

**SPECIAL MEETING MINUTES OF
BOARD OF COMMISSIONERS**

**March 24, 2020
Utility Committee**

1. **Called to Order:** 1:05 PM by Commissioner Mariah Low and moved the meeting into utility committee meeting handing
2. **Roll Call:**
Attendees Representing the District: Commissioners Dan Lorentzen, Mariah Low and Kevin Kosche; Staff: Tonya Christoffersen, Johnathan Dix and Tara Bighouse. District Engineer: Barry Baker, G&O

Attendees Representing the City of Lake Stevens: Councilmember Gary Petershagen, Marcus Tageant, Mayor Brett Gailey and City Staff: Gene Brazel and Kathy Pugh.
3. **Action Items:**
 - a. **Approval of Meeting Minutes of February 25, 2020** – Commissioner Low noted the minutes weren't given with a 24 hours' notice for the public view, she would prefer to approve the minutes at the next meeting. It was agreed by the committee to hold off on the approval of the meeting to the next meeting in April.
4. **Public Forum:** none at this time.
5. **Information Sharing:**
 - a. **CIP Workshop: More In-Depth Discussion** – Johnathan Dix asked if there any questions or follow ups needed. Gary Petershagen asked about the work on 91st. Johnathan replied the District is waiting for warmer weather to complete the overlay.
 - b. **Key Performance Indicators** – Commissioner Kosche noted this item was to come from staff and with Mickie Cooper our sick, it may need to be tabled until next month; everyone agreed.
 - c. **One-Stop Shop** – Gene Brazel started on a previous document where the City and District overlap. He hasn't had the time to go back over this exercise since the COVID-19 outbreak.
6. **Utility Agreement:** Commissioner Kosche replied the District is working on a document they have prepared that is near complete and will have something to share shortly. Commissioner Low added the District will be able to get it over before the Utility Committee Meeting in April. Gary Petershagen asked if it would be available by Thursday. Commissioner Kosche explained the delay with COVID-19 and staff illness. Commissioner Low agreed a draft would go out by April 14th from Johnathan Dix.
7. **Project Review:** Gene Brazel updated on the Decant Facility, today he received the ILA from the City's attorney and sent to the District's attorney for review. Costco's biggest hurdle is the

culvert on the east side of Hwy 9. How to do it without a bend, there is a PUD watermain in the way that is about 8 years old surrounded by concrete. This is approximately \$300,000 project to move that line. There is also a Frontier Communications line in the way and their response time can be long. They will continue forward having WSDOT build the roundabout to get Costco open on time. The 20th Street project will go in front of City Council tonight. All Staff has been asked to stay clear of sites unless they are the inspector. Johnathan Dix updated on the Southlake Regional Lift Station, the project is on schedule; however, the difficulty now is getting materials who are voluntarily shutting down and the contractor is asking for additional days due this delay. A tentative agree has been worked out with the contractor. Gene Brazel added the Mill plan is moving forward. They are working through issues as they come up and any events scheduled have been cancelled at this time.

8. Schedule the Next Meeting – The next proposed meeting date is April 28, 2020 at 4:00pm.

Brett Gailey thanked everyone for their great work during this time. Commissioner Kosche noted for better user ability to start the meeting on the quarter hour has helped performance in these online meeting portals. Gene Brazel asked if anyone is asking about relief from the virus on their payments. Tara Bighouse replied very few and one person twice. Tonya Christoffersen replied it will be discussed at the Board Meeting this Thursday; discussion ensued.


9. Adjourn – Commissioner Low adjourned the meeting at 1:31 pm.

Signed at a regular open public meeting this 9th day of April 2020






Dan Lorentzen, Commissioner



Mariah Low, President and Commissioner



Kevin Kosche, Secretary and Commissioner