



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

**MINUTES OF
COMMISSIONER MEETING
July 8, 2021 at 9:00 AM**

Attendees: By Remote Participation via GoToMeeting Commissioners Dan Lorentzen, Commissioner Kevin Kosche, and Jennifer Stevenson. District Staff: Mariah Low, Johnathan Dix, Mickie Cooper and Melonie Grieser. District Engineers: Leigh Nelson, G&O. Legal Counsel: Brad Cattle and Kinnon Williams, City: Gene Brazel, Administrator and Gary Petershagen, City Councilman.

1. **CALL TO ORDER** – At 9:00 AM, Commissioner Lorentzen called the meeting to order and read a prepared statement regarding our virtual meeting and public comment.
2. **PLEDGE OF ALLEGIANCE** – Commissioner Lorentzen led those present in the Flag Salute.
3. **AGENDA APPROVAL** – Commissioner Kosche moved to approve the revised agenda, New Business item A. Commissioner Stevenson seconded the Motion. The Motion passed unanimously.
4. **CONSENT ITEMS** (The Commissioners have previously reviewed these in detail) – Commissioner Stevenson moved to approve Consent Items A through I. Commissioner Kosche seconded the Motion. The Motion passed unanimously.

	AMOUNT	CHECK #'s
A. Minutes: June 24		
B. Lien Placements (0)	N/A	
Lien Releases (0)	N/A	
C. Investments	\$750,000.00	
Withdrawals	\$52,804.24	
Transfers	N/A	
D. Payroll	\$221,295.89	
E. 40 – Maintenance	\$134,830.07	8786-8836
F. 48 – SRF Principle & Interest Payment	N/A	
G. 50 – City of Lake Stevens Bond Payment	N/A	
H. 58 – Capital Expenditures	\$52,804.24	8837-8840
I. 60 – PWTF Principle & Interest Payment	N/A	

5. **PUBLIC FORUM – Non-action Items** (please limit comments to 3 minutes) Commissioner Lorentzen asked if there were any public comments or questions submitted. No public comments received.

6. OLD BUSINESS

- A. Pellerin II DEA, 2nd Addendum – Johnathan stated that this addendum adds 23 latecomer parcels to the plat, part of sewer construction benefited 23 plats outside of the Pellerin plat. Reviewed by staff and legal and recommended for approval. Commissioner Stevenson moved to approve the Motion. Commissioner Kosche seconded the Motion. The Motion passed unanimously.

7. NEW BUSINESS

- A. Void check 8711 for \$17,306.00 to Jacobsen Homes and reissued new check 8785. Mickie Cooper stated that the address in the vendor files was incorrect, the check was never received or returned. Customer was contacted and they have since picked up the new check from the District office. Housekeeping item, motion not needed.

8. MANAGERS' REPORTS

- A. General Manager – Mariah Low stated Caring by Sharing is \$1238 and enough to help 14 families. The Treatment Plant flows are at 2.5MGD, the membranes are performing well, TMP (trans membrane pressure) is at -.27 which is great, there has been some maintenance done on the centrifuges, and Snohomish County Fire and Rescue toured the plant. New employees are being cross-trained and the Treatment Plant staff is training for ER Portal provided through Lumin. Mariah also gave a big thank you to the Granite Falls Treatment Plant. Mariah and staff toured the plant which uses magnesium hydroxide so the District can learn from them. Next plant visit is Brightwater.
- B. Assistant General Manager – Johnathan Dix stated that the District to date has collected 319.59 ERUs connection fees and issued 370 permits. Commend collections staff who have been having an issue with Lift Station 14. It went down for a time yesterday but through the quick work of the entire crew there were no spills. It was back up and running by end of day. Angeline and our consulting inspector from G&O did the final walk through for Mountain View lift station which is getting close to completion. Still waiting on a few items for the lift station acceptance. On Feb. 25, 2021 commissioners approved the band screen rehabilitation which was not to exceed \$90,000. The project was over limit by \$408.15.

- 9. CITY REPORT – Gene Brazel stated that work continues downtown and a lot of maintenance happening.

- 10. COMMISSIONERS' REPORT – Commissioner Stevenson thanked everyone and was impressed that there was only a slight delay in getting Lift Station 14 up and running. Commissioner Kosche and Commissioner Lorentzen agreed.

- 11. EXECUTIVE SESSION – Brad Cattle stated the Commission will now recess into Executive Session at 9:20 AM and excused the general public; it is estimated the executive session will last until 9:30 AM. The purpose of the Executive Session, under RCW 42.30.110.i, is to discuss with legal pending litigation. 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 without an announcement.

12. **CONCLUDE** – Commissioner Kosche moved to adjourn the Board Meeting. Commissioner Severson seconded the Motion. The Motion passed unanimously at 9:30 AM.


Signed at a regular open public meeting this 22nd day of July 2021





Dan Lorentzen, President and Commissioner

Jennifer Stevenson, Commissioner



Kevin Kosche, Secretary and Commissioner

Regular Board Meetings Attendees Summary

GoToMeeting

Meeting Date
July 8, 2021 8:37 AM PDT

Meeting Duration
54 minutes

Attendees **Meeting ID**
14 646-704-685

Details

Name	Email Address	Join Time	Leave Time
+14255018034 (Brad)		8:52 AM	9:31 AM
Angeline Kyle	angeline.kyle@lkssd.org	8:38 AM	8:56 AM
Dan Lorentzen	dan@issewerdistrict.org	8:46 AM	9:31 AM
Gary Petershagen		8:52 AM	9:18 AM
Gene Brazel	gbrazel@lakestevenswa.gov	8:53 AM	9:18 AM
Jim Heitzman	james.heizman@lkssd.org	8:50 AM	9:19 AM
Johnathan Dix	conference@lkssd.org	8:37 AM	9:31 AM
Kevin Kosche		8:55 AM	9:31 AM
Kinnon Williams		9:12 AM	9:29 AM
Leigh Nelson		8:58 AM	9:18 AM
Mariah Low	conference@lkssd.org	8:49 AM	9:31 AM
Melonie Grieser	conference@lkssd.org	8:39 AM	9:31 AM
Paul Knight	Paul.Knight@lkssd.org	8:59 AM	9:18 AM
Steen, Bryan		9:04 AM	9:18 AM

LAKE STEVENS SEWER DISTRICT

MEETING DATE: July 8, 2021

In Person Attendance
VISITOR SIGN-IN

TYPE: Board Meeting

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