



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

**MINUTES OF  
COMMISSIONER MEETING  
February 10, 2022 at 9:00 AM**

**Attendees:** Commissioners Dan Lorentzen and Kevin Kosche, District Staff: Mariah Low, Johnathon Dix, and Melonie Grieser. District Engineers: Barry Baker and Leigh Nelson, G&O. Legal Counsel: Jordan Stephens, City Councilman Gary Petershagen

1. **CALL TO ORDER** – At 9:18 AM [meeting was delayed due to technical difficulties], 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 agenda with a change on the Jan 27<sup>th</sup> minutes removing Jordan Stephens from the attendees and adding Jack Follis. Commissioner Lorentzen seconded the Motion. The Motion passed.
4. **CONSENT ITEMS** (The Commissioners have previously reviewed these in detail) – Commissioner Kosche moved to approve Consent Items A through I. Commissioner Lorentzen seconded the Motion. The Motion passed.

	<b>AMOUNT</b>	<b>CHECK #'s</b>
A. Minutes: Jan 25 & 27, Feb 8		
B. Lien Placements (34)	NA	
Lien Releases (33)	NA	
Lien Foreclosure Lawsuit (0)	NA	
C. Investments	\$231,200.00	
Withdrawals	\$38,218.98	
Transfers	NA	
D. Payroll	\$262,390.90	
E. 40 – Maintenance	\$249,868.28	9490-9539
F. 48 – SRF Principle & Interest Payment	NA	
G. 50 – City of Lake Stevens Bond Payment	NA	
H. 58 – Capital Expenditures	\$38,218.98	9540-9541
I. 60 – PWTF Principle & Interest Payment	NA	

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 questions submitted and no one in attendance had questions.
6. **OLD BUSINESS** –
7. **NEW BUSINESS** -

- A. Fagerlie Annexation – Johnathan Dix stated that this Annexation Petition received includes three parcels on 20<sup>th</sup> St SE this Agreement will reimburse the District for costs related to this Annexation. Staff and legal recommend approval. Commissioner Kosche made a Motion to approve the Motion. Commissioner Lorentzen seconded the Motion. Motion Passed.
- B. Resolution No. 1021 Increasing Annexation Deposit to \$1500 – Johnathan Dix stated that this fee has been in place since 1982 and has not been increased. The review of Annexations has noted that costs far outweigh the \$700. Based on actuals, the annexation costs for the District total \$1500 or more. Legal has reviewed and staff recommends approval. Correction to the agenda to change Resolution No. is 2021 to No.1021. Commissioner Kosche made a Motion to approve Resolution No. 1021 with the correction to the resolution number. Commissioner Lorentzen seconded Motion. The Motion passed.
- C. 2022 Commercial Sewer Rate & GFC Review Scope and Fee to FCS Group for \$39,330 – Johnathan Dix stated that the District reached out to FCS to take a further look into commercial billing structures and GFCs. The proposal has been reviewed and staff recommends approval. Commissioner Kosche made a Motion to let the General Manager sign and approve this proposal. Commissioner Lorentzen seconded the Motion. The Motion passed.

## **8. MANAGERS' REPORTS**

- A. General Manager – Mariah Low stated that the Caring by Sharing program has collected \$1187.99, the District turned in an application of consideration with Snohomish County for of an agreement to offer District customers the option to participate in LIWAP (Low Income Water Assistance Program). This will allow the District to offer customers up to \$2500 on their outstanding sewer bill if approved. The money is provided through Cares Funding that was given to the Department of Commerce. NPDS Discharge Permit Application was submitted last week, and we are waiting for negotiations. A new job was posted at the WWTP for Operator in Training. Plant flows are currently at 3.4 MGD, calcium carbonate project is up and running Suez has been on site for membrane maintenance, the boilers continue to be an issue with nightly alarms due to parts being held up in the supply chain.
- B. Assistant General Manager – Johnathan Dix stated that the District has collected 35 connection fees and issued 30 permits to date. Advertisement went out today for the WWTP Permeate Pipe Repair Project, which sprung a fairly, severe leak and will need to be repaired. The mixed liquor suspended solids pump needs to be rebuilt.

**9. CITY REPORT** – Councilman Gary Petershagen thanked Commissioners for the GFC review. The City is testifying before the Senate Transportation Committee for Trestle improvements. The City Council Annual retreat will be available to the public in person or virtually and is being held at the Edmonds Senior Center on February 11<sup>th</sup> from 8am to 4pm, touring the site and Saturday, February 12<sup>th</sup> in Monroe. More information available on the City's website.

**10. COMMISSIONERS' REPORT** – Commissioner Kosche stated that the pictures from Lake Whatcom's recent emergency that were shared at the most recent WASWD meeting were sobering. The District might want to meet with Lake Whatcom to compare Emergency Plans, scenario analysis, and detect vulnerabilities since our District is similar in size.

- 11. COMMISSIONER POSITION #2 CANDIDATE INTERVIEWS** - Three candidates applied and submitted for the open Commissioner position. Candidates were Andrea Wright, Joyce Copley, and Todd Welch. Interviews commenced.
- 12. EXECUTIVE SESSION** – Jordan Stephens stated the Commission will now recess into Executive Session at 10:10 and excused the General Public; it is estimated the executive session will last until 10:30AM. The purpose of the Executive Session, under RCW 42.30.110(1)(h), is to evaluate the qualifications of a candidate for appointment to elective office. At the conclusion of the Executive Session, there will be action taken by the Board of Commissioners and there will be an announcement made. At 10:30am the executive session ended. At 10:32am Commissioner Kosche made a Motion to appoint Andrea Wright as District Commissioner. Commissioner Lorentzen seconded the Motion. The Motion passed. Andrea Wright was sworn in as District Commissioner, position 2. Commissioner Lorentzen would like to schedule a workshop meeting for Commissioner Andrea Wright.
- 13. CONCLUDE** –Commissioner Kosche moved to adjourn the Board Meeting. Commissioner Wright seconded the Motion. The Motion passed at 10:35AM.

Signed at a regular open public meeting this 10th day of March 2022

  
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Dan Lorentzen, President and Commissioner

  
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Andrea Wright, Commissioner

Kevin Kosche  
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Kevin Kosche, Secretary and Commissioner

Signature:   
Kevin Kosche (Mar 10, 2022 21:10 PST)  
Email: kevin.kosche@lkssd.org