



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

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

Attendees: Commissioners Dan Lorentzen, Andrea Wright and Kevin Kosche, District Staff: Mariah Low and Johnathan Dix. District Engineer: Leigh Nelson and Barry Baker, G&O. Legal Counsel: Jordan Stephens. City: City Administrator Gene Brazel

1. **CALL TO ORDER** – At 9:00 AM Commissioner Kosche called the meeting to order.
2. **PLEDGE OF ALLEGIANCE** – Commissioner Kosche led those present in the Flag Salute.
3. **AGENDA APPROVAL** – Commissioner Lorentzen moved to approve the agenda. Commissioner Wright seconded the Motion. The Motion passed.
4. **CONSENT ITEMS** (The Commissioners have previously reviewed these in detail) – Commissioner Wright moved to approve Consent Items A through J. Commissioner Lorentzen seconded the Motion. The Motion passed.

	AMOUNT	CHECK #'s
A. Minutes: May 26 & 31		
B. Lien Placements (38)		
Lien Releases (26)		
Lien Foreclosure Lawsuit (0)		
C. Investments	\$ 516,772.06	
Withdrawals	\$ 1,140,496.49	
Transfers	\$ 6,216.24	
D. Payroll	\$ 221,439.71	
E. 40 – Maintenance	\$ 68,561.55	9887-9927
F. 48 – SRF Principle & Interest Payment	NA	
G. 50 – City of Lake Stevens Bond Payment	NA	
H. 58 – Capital Expenditures	\$ 25,656.31	9928-9929
I. 60 – PWTF Principle & Interest Payment	\$ 1,114,840.18	9930
J. Housekeeping Items – voided & reissued checks	\$ 95.17	8752 to 9877
	\$ 95.17	8989 to 9878
	\$ 86.00	8653 to 9879
	\$ 95.17	8653 to 9880
	\$ 95.17	8733 to 9881
	\$ 483.92	8781 to 9882
	\$ 95.17	8880 to 9883
	\$ 95.17	8951 to 9884
	\$ 86.00	8951 to 9885
	\$ 95.17	8993 to 9886

5. PUBLIC FORUM – Non-action Items (please limit comments to 3 minutes) Commissioner Kosche asked if there were any public comments or questions submitted. No questions submitted and no one in attendance had questions.

6. OLD BUSINESS –

- A. Discuss Lift Station 2C Upgrade- Emergency Generator Acquisition Strategy and Direction for Staff – Johnathan Dix stated that staff is concerned that projects scheduled for Lift Stations 2C and 1C upgrades will be extended due to supply chain issues. The pool of bidders could be limited due to severe delays and the requirement to carry a performance bond that would be much longer than normal. Staff is requesting the Board authorize acquiring long lead time items like generators and control panels for 2C and 1C upgrades. More input from the District’s electrical engineers is needed to evaluate if it’s possible to use an existing generator for Lift Station 7 or if purchasing a new generator needed. Commissioner Kosche made a Motion to provide staff the flexibility to advance purchase equipment for Lift Stations 1C and 2C, due to lead times, and to authorize staff to work with consulting engineers to repurpose an existing generator or purchase a new one for Lift Station 7. Commissioner Lorentzen seconded the Motion. The Motion passed.

- B. Lewandowski 2021 DEA Addendum – Johnathan Dix stated that this DEA addendum decreases the lots from four to two and establishes a latecomer basin. Staff recommends approval and it has been reviewed by legal and engineering. Commissioner Wright made a Motion to approve the Lewandowski 2021 DEA Addendum. Commissioner Lorentzen seconded the Motion. The Motion passed.

7. NEW BUSINESS -

- A. Authorizing the General Manager to execute the Tenelco Inc. Biosolids Hauling and Land Application Contract – Mariah Low stated that the District put out an RFQ for the biosolids hauling and land application. The most recent contract for biosolids hauling was with Tenelco but has expired. This new contract includes a price increase and includes a minimum on wet tons per haul. It is a two-year contract with a possible two-year extension. Legal has reviewed the contract and staff recommends approval. Commissioner Wright made a Motion to authorize the General Manager to execute the Tenelco contract. Commissioner Lorentzen seconded the Motion. The Motion passed.

8. MANAGERS’ REPORTS

- A. General Manager – Mariah Low stated that the District has collected \$523 for Caring By Sharing, enough to help 5 families. Plant flows are at 3.2 MGD which are a bit high for this time of year. Spring cleaning is ongoing at the plant, the plant employees hosted an all-staff lunch last week, and the UV and centrifuge work has been schedule. Plant Supervisor, Jim Heitzman, attended and presented at this week’s PNCWA Conference. Mariah asked the Board if they would be interested in the District participating in the Aquafest parade on July 30th. The Commissioners agreed to participate.

B. Assistant General Manager – Johnathan Dix stated that the District has collected 46 GFCs and 116 permits have been issued to date which is a bit behind on what the District collected at this time last year.

9. **CITY REPORT** –Gene Brazel stated that search for a new Parks and Recreation Manager has been completed and they are interviewing the top eight candidates. All are very qualified applicants.
10. **COMMISSIONERS’ REPORT** – Commissioner Lorentzen thanked staff for dealing with the challenging supply chain issues. He thanked staff for providing the BBQ lunch at the Plant last week and would like the Commissioners to host a lunch for the employees. Commissioner Wright will be sitting with customer service staff to get a better understanding of what their jobs entail. Commissioner Kosche appreciates Jim Heitzman sharing his knowledge with the community.
11. **EXECUTIVE SESSION** – Jordan Stephens 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 9:40 AM. The purpose of the Executive Session, under RCW 42.30.110(1)(i), is to discuss pending litigation and legal risk of a proposed action of current practice that could lead to litigation. At the conclusion of the Executive Session, no action will be taken by the Board of Commissioners. At 9:40 AM Commissioner Kosche concluded the Executive Session.
12. **CONCLUDE** –Commissioner Kosche moved to adjourn the Board Meeting. Commissioner Wright seconded the Motion. The Motion passed at 9:40AM.

Signed at a regular open public meeting this 23rd day of June 2022





Dan Lorentzen, President and Commissioner

Andrea Wright, Commissioner



Kevin Kosche, Secretary and Commissioner