



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

**MINUTES OF  
COMMISSIONER MEETING  
JULY 14, 2022, at 9:00 AM**

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

1. **CALL TO ORDER** – At 9:03 AM Commissioner Kosche called the meeting to order.
2. **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.
3. **AGENDA APPROVAL** – Commissioner Lorentzen moved to approve the agenda with the addition of First Quarter Financial Review under new business. Commissioner Wright seconded the Motion. The Motion passed.
4. **CONSENT ITEMS** (The Commissioners have previously reviewed these in detail) – Commissioner Lorentzen moved to approve Consent Items A through J. Commissioner Wright seconded the Motion. The Motion passed.

	<b>AMOUNT</b>	<b>CHECK #'s</b>
A. Minutes: June 22 & 23, July 12		
B. Lien Placements (53)	NA	
Lien Releases (29)	NA	
Lien Foreclosure Lawsuit (0)	NA	
C. Investments	\$ 614,798.71	
Withdrawals	\$ 183,847.90	
Transfers	NA	
D. Payroll	\$228,229.97	
E. 40 – Maintenance	\$213,110.02	9976-10029
F. 48 – SRF Principle & Interest Payment	\$135,201.29	10030
G. 50 – City of Lake Stevens Bond Payment	NA	
H. 58 – Capital Expenditures	\$ 183,847.90	10031-10034
I. 60 – PWTF Principle & Interest Payment	NA	
J. Housekeeping – reissued checks	\$ 100.00	9933 to 9975

**5. OLD BUSINESS –**

- A. Batcheldor DEA – Johnathan Dix stated that this DEA is for 80 ERUs and is contingent upon Hisey and Fagerlie lift stations being constructed. The DEA has been reviewed by legal and staff recommends it for approval. Commissioner Lorentzen made a Motion to approve the Batcheldor DEA. Commissioner Wright seconded the Motion. The Motion passed.
- B. Lift Station 7 Generator Reuse Feasibility – Approval for General Manager to execute - Johnathan Dix stated that this proposal is questioning the reuse of an existing lift station generator that could be used at LS 7 instead of purchasing a new one. The study, through Pace Engineering, will cost \$78,418. District staff recommends the approval of the study. Commissioner Lorentzen made a Motion to approve the study and allow the General Manager to execute it. Commissioner Wright seconded the Motion. The Motion was approved.
- C. Change Order #2 Accord Permeate Pipe Project – Time extension & Approval for GM to execute – Johnathan Dix stated that this extension is to add 14 days to complete the project. The contractor making the repairs ran into supply chain issues and needed an extension. There are still outstanding issues so the engineering team will meet to try and solve them. A new change order might be needed. Staff recommends the approval of the extension. Commissioner Lorentzen made a Motion to approve the Change Order and let the General Manager execute it. Commissioner Wright seconded the Motion. The Motion passed.

## **6. NEW BUSINESS –**

- A. Resolution No. 1033 – Authorizing the Sale of Such Surplus Personal Property - Mariah Low stated that this resolution is to surplus the two 2019 Hyundai Sonatas purchased for the Administrative Department. The vehicles are not working for the staff's intended purposes. Admin would like to trade both vehicles in for a new electric vehicle, a Chevy Bolt. This has been reviewed by legal and staff recommends approval. Commissioner Lorentzen made a Motion to approve the resolution. Commissioner Wright seconded the Motion. The Motion passed.
- B. First Quarter Financial Review – Michelle Bauman presented the quarterly financials.

## **7. MANAGERS' REPORTS**

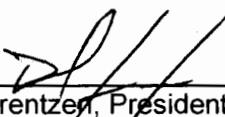
- A. General Manager – Mariah Low stated that plant flows were at 2.57 MGD. Electrical usage at the Plant is down by 10% as of this time last year due to changes that staff has made. Total inorganic nitrogen is at 38% year to date, June was just over 10,000 pounds. Mariah was one of 14 people in the state that received the WCIA Risk Management Credentials. District management and safety/emergency coordinators attended a statewide Western Washington Earthquake Response Seminar specific to Wastewater. A seasonal worker was hired at the Treatment Plant for the summer and started on July 1<sup>st</sup> and an offer was made to fill the open operator position at the Treatment Plant. A Lab technician position for the Treatment Plant will be the next job open for hiring.
- B. Assistant General Manager – Johnathan Dix stated that there are 49 GFC fees collected and 138 permits paid year to date. The Lift Station 2C project plans are 90% complete and there will be a quality control meeting with engineers next week. Gravity and force main meetings on site are coming up to discuss some potential conflicts with the bridge at 20<sup>th</sup> and Hartford Rd. The 24<sup>th</sup> and SR 9 Project is substantially complete, WSDOT's contractor completed the carrier pipe

and will be installing PVC sewer main in that carrier pipe. Johnathan attended a preconstruction meeting with WSDOT for SR9 & 204 rehab and roundabout. The project was anticipated to start July 18<sup>th</sup> but due to some utility conflicts, the start will be a bit delayed.

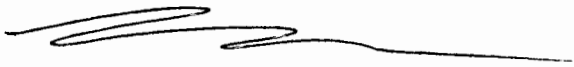
8. **CITY REPORT** – Gary Petershagen stated that City Council passed a resolution for a Transportation Benefit Package for 0.2% tax which will be on the ballot this November. This will benefit maintenance, improve sidewalks, roads, walkways and trails. 19 million dollars will be generated over 10 years. Commissioner Lorentzen is still in talks with Councilman Petershagen working on the District and City unification.
9. **COMMISSIONERS' REPORT** – Commissioner Wright appreciated the detailed budget analysis and that the District is under budget to date. Commissioner Lorentzen stated that he appreciates all the hard work and thanked Michelle Bauman for the detailed budget analysis. Commissioner Kosche stated that he appreciates the savings that staff made with electricity usage at the Plant. He also thanked the Field employees for their hard work on some of the aging lift stations to keep them running.
10. **EXECUTIVE SESSION** – Jordan Stephens stated the Commission will now recess into Executive Session at 9:40 AM and excused the general public; it is estimated the executive session will last until 9:55 AM. The purpose of the Executive Session, under RCW 42.30.110(1)(i), is to discuss pending litigation. At the conclusion of the Executive Session, there will not be action taken by the Board of Commissioners and no announcement will be made. Commissioner Kosche closed the executive session at 9:55 AM.
11. **CONCLUDE** – Commissioner Kosche made a Motion to adjourn the Board Meeting. Commissioner Lorentzen seconded the Motion. The Motion passed at 9:55 AM.

Signed at a regular open public meeting this 28th day of July 2022



  
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Dan Lorentzen, President and Commissioner

  
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Andrea Wright, Commissioner

  
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Kevin Kosche, Secretary and Commissioner