



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

**MINUTES OF
COMMISSIONER MEETING
MAY 26, 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, G&O. Legal Counsel: Jordan Stephens. City: City Administrator Gene Brazel, City Councilman Gary Petershagen

1. **CALL TO ORDER** – At 9:00 AM Commissioner Lorentzen called the meeting to order.
2. **PLEDGE OF ALLEGIANCE** – Commissioner Lorentzen led those present in the Flag Salute.
3. **AGENDA APPROVAL** – Commissioner Kosche 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 Kosche moved to approve Consent Items A through J. Commissioner Wright seconded the Motion. The Motion passed.

	AMOUNT	CHECK #'s
A. Minutes: May 12 (2)		
B. Lien Placements (0)		
Lien Releases (0)		
Lien Foreclosure Lawsuit (0)		
C. Investments	\$150,000.00	
Withdrawals	\$544,769.39	
Transfers	NA	
D. Payroll	NA	
E. 40 – Maintenance	\$179,994.46	9829-9874, EFT159
F. 48 – SRF Principle & Interest Payment	\$538,313.93	9875
G. 50 – City of Lake Stevens Bond Payment	NA	
H. 58 – Capital Expenditures	\$6,455.46	9876
I. 60 – PWTF Principle & Interest Payment	NA	
J. Housekeeping Items –	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** – No items
7. **NEW BUSINESS -**
 - A. Resolution 1032 – Adopting a Revised Sewer Availability Determination Fee – Mariah Low stated that this resolution includes changes to Section 1, which sets the fees which have been raised \$5 each to keep up with rising costs and Section 2, which allows discretion to change the sewer

availability form without passing a new resolution. It has been reviewed by legal and is recommended by staff. Commissioner Kosche made a motion to approve Resolution No. 1032. Commissioner Wright seconded the Motion. The Motion was approved.

- B. Hach – Dissolved Oxygen, Ammonium & Nitrate probes purchase – \$82,731.68 – Mariah Low stated that this quote includes six dissolved oxygen probes and one nitrate and ammonium probe. The plant has been borrowing a nitrate probe up until now. This District will purchase these probes which will help to monitor the Dissolved Oxygen, Ammonium and Nitrates. This is important because these are two key components to the recent changes to the plant's Nutrient Permit. The District applied for the Puget Sound Nutrient Permit Grant and was approved for \$87,967 which will reimburse the District for this purchase. Staff is looking for approval to make the purchase. Commissioner Kosche made a Motion to approve the purchase from Hach. Commissioner Wright seconded the Motion. The Motion was approved.
- C. Variance Request – Property located at 36th St NE & 127th Dr NE – Johnathan Dix stated the District was contacted from a builder for this parcel and wanted to connect to sewer; however, the sewer isn't easily reachable (900 feet) from that location. A DEA would be required for one parcel. They proposed a private pump system, and which would be constructed almost entirely in the right-of-way. The right-of-way would become public sewer, but no other parcels could connect to it. It would be a single use 2-inch force main. District does not have the manpower to maintain it and the cost would be too high. Staff does not recommend approval of this variance. Commissioners would need to make the final decision. Commissioner Kosche made a Motion to deny the variance. Commissioner Wright seconded the Motion. The Motion was approved.

8. MANAGERS' REPORTS

- A. General Manager – Mariah Low stated that accounting and customer service teams are preparing for the rate increase on June 1st. Some staff members are hard at work making many process changes that will be very beneficial to the District. A presentation to the board by the end of the year is expected. Swift Comply is the new pretreatment software being used for the Pretreatment program and is underway, there has been great progress made. Website is being updated some content. Flows at the Plant are at 3.13 MGD and staff has been busy maintaining some issues, but they have it well in hand. Additional cross training has started within the lab. The upgrade to the security system at the plant is ongoing but should be finished soon.
- B. Assistant General Manager – Johnathan Dix stated that the District has collected 45 GFCs and 115 permits issues to date. The two side sewer repair projects that were started recently are physically complete, but some restoration work needs to be finished. The City helped identify two additional sink holes that Strider Construction will repair, hopefully, as warranty items. The LS 2C site plan is being finalized for the upgrade. Cummins Inc. has informed the District that there is currently a 1 – 2 years lead time on generators. The power pole that the District wanted to use for the three-phase power to the site is not approved by Snohomish County PUD because that portion of 20th St is underwater for a portion of each year. The idea was to dig underground to access the power to that pole. They are working with the City to see if the pole can be moved or if PUD would require the District to go further east to draw power. It would require more excavation than anticipated. Materials will be a concern and costs will rise. Field employees have

been busy installing emergency lights and intruder switches at lift stations since the most recent break-ins.

9. **CITY REPORT** –Gene Brazel stated that the City Mill spur is nearing completion, farmers market is starting on June 1st for the season, and Costco contractor is back on site and grading for the fuel pump stations. City Councilman Gary Petershagen wanted to thank Commissioner Kosche and Commissioner Wright for allowing the conversations to move forward with the merger of the City and District in the future. He is very happy with the open dialogue and progress is being made as he and Commissioner Lorentzen have ongoing talks.
10. **COMMISSIONERS' REPORT** – Commissioner Kosche is appreciative for the dialogue going on with the City and thinks the right two people are involved with the discussion. Commissioner Wright has been talking with Mariah Low about putting the District's guiding principles on the website as the rate increases take place and questions and answers to why the increase was needed. Commissioner Lorentzen is very thankful for the staff that will help with the rate increase transition. Commissioner Lorentzen stated that the regular board meeting will recess for a few minutes until 9:30 AM while waiting for legal to join the meeting for the executive session.
11. **EXECUTIVE SESSION** – Jordan Stephens stated the Commission will now recess into Executive Session at 9:30 AM and excused the General Public; it is estimated the executive session will last until 9:50 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, no action will be taken by the Board of Commissioners. At 9:50 AM the commissioners extended the session for 10 minutes. At 10:00 AM Commissioner Lorentzen concluded the Executive Session.
12. **CONCLUDE** –Commissioner Kosche moved to adjourn the Board Meeting. Commissioner Wright seconded the Motion. The Motion passed at 10:00 AM.

Signed at a regular open public meeting this 9th day of June 2022



Dan Lorentzen
Dan Lorentzen, President and Commissioner


Andrea Wright, Commissioner


Kevin Kosche, Secretary and Commissioner

Signature: Dan Lorentzen
Dan Lorentzen (Jun 9, 2022 17:47 PDT)

Email: dan.lorentzen@lkssd.org






05-31-22 Minutes to be signed

Final Audit Report

2022-06-10

Created:	2022-06-09
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-  Document created by Melonie Grieser (Melonie.Grieser@lkssd.org)
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Dan Lorentzen, President and Commissioner



Andrea Wright, Commissioner



Kevin Kosche, Secretary and Commissioner