



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

**MINUTES OF
COMMISSIONER MEETING
FEBRUARY 9, 2023, at 9:00 AM**

Attendees: Commissioners Dan Lorentzen, Andrea Wright and Kevin Kosche, District Staff: Mariah Low, District Engineer: Leigh Nelson and Keith Stewart, G&O, Legal Counsel: Jordan Stephens

1. **CALL TO ORDER** – At 9:00 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 comments submitted and no one in attendance had comments.
3. **AGENDA APPROVAL** – Commissioner Lorentzen moved to approve the agenda as submitted. 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 I. Commissioner Wright seconded the Motion. The Motion passed.

| | AMOUNT | CHECK #'s |
|---|---------------|------------------|
| A. Minutes: Jan 25 & 26 | | |
| B. Lien Placements (45) | NA | |
| Lien Releases (59) | NA | |
| Lien Foreclosure Lawsuit (0) | NA | |
| C. Investments | \$300,006.60 | |
| Withdrawals | \$32,388.66 | |
| Transfers | \$6.60 | |
| D. Payroll | \$269,766.26 | |
| E. 40 – Maintenance | \$177,435.31 | 10633-10678 |
| F. 48 – SRF Principle & Interest Payment | NA | |
| G. 58 – Capital Expenditures | \$32,382.06 | 10679-10680 |
| I. 60 – PWTF Principle & Interest Payment | NA | |
| J. Housekeeping – | NA | |

5. OLD BUSINESS –

- A. Addendum to the Batchelor DEA – Leigh Nelson explained that this addendum adds 26 units to the contract, which will incorporate the Nesse Annexation and make it one contract. Legal has reviewed and staff recommends approval. Commissioner Lorentzen made a Motion to approve. Commissioner Wright seconded the Motion. The Motion passed.
- B. Resolution No. 1044 – Repealing Resolution 963 and Adopting a New Commercial Billing and General Facilities Charge Methodology – This resolution will update the commercial billing

structure and charges and will take effect on June 1, 2023. It has been reviewed by legal and is recommended for approval by staff. Commissioner Lorentzen made a Motion to approve the Resolution. Commissioner Wright seconded the Motion. The Motion passed.

6. NEW BUSINESS –

- A. 2023 Beginning of Year Budget Guidelines – Mariah Low shared the beginning of the year budget with the Commission. District should end 2023 with a net operating revenue of about \$5 million. Expected new development is much less than in the past. Expected total debt payments for 2023 will be \$6,934,000. There is an 11.27% increase for O&M expenses from 2022. Commissioner Kosche asked if the District has received comments on the City permit for the Lift Station 2C project and, if not, the topic should be added to the next Utility meeting agenda. Discussion ensued.

7. MANAGERS' REPORTS

- A. General Manager – Mariah Low stated that Caring by Sharing has just over \$200 to help about two families. Daily Plant flows are at 3.03 MGD and the January total inorganic nitrogen came in just over 10,000 which is 8% of the District's annual limit. There have been no GFCs yet this year and 10 permits have been issued. The District finally received the contract for the Dept of Ecology Nutrient Grant. The Fagerlie DEA was signed.
- B. Assistant General Manager – No Report

- 8. **CITY REPORT** – Gene Brazel was not present but sent information that the City is preparing for the City retreat. New fencing has been constructed around the Decant facility last week.

- 9. **COMMISSIONERS' REPORT** – Commissioner Lorentzen and Commissioner Wright attended the WASWD commissioner workshop in January and both enjoyed it and found it very informative.

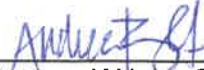
- 10. **EXECUTIVE SESSION** – Jordan Stephens stated the Commission will now recess into Executive Session at 9:33 AM and excused the General Public; it is estimated the executive session will last until 10:00 AM. The purpose of the Executive Session, under RCW 42.30.110(1)(i), is to discuss pending 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. At 10:00 AM, Commissioner Kosche extended the executive session until 10:15 AM. Commissioner Kosche closed the executive session at 10:15 AM.

- 11. **CONCLUDE** – Commissioner Lorentzen made a Motion to adjourn the Board Meeting. Commissioner Wright seconded the Motion. The Motion passed at 10:15AM.

Signed at a regular open public meeting this 23rd day of February 2023.



Dan Lorentzen, Commissioner



Andrea Wright, Secretary and Commissioner

Kevin Kosche, President and Commissioner

Signed at a regular open public meeting this 23rd day of February 2023.





Dan Lorentzen, Commissioner



Andrea Wright, Secretary and Commissioner

Kevin Kosche

Kevin Kosche, President and Commissioner

Signature: 
Kevin Kosche (Feb 23, 2023 20:01 PST)
Email: kevin.kosche@lkssd.org







2-09-23 Minutes

Final Audit Report

2023-02-24

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|-----------------|--|
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