



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

**MINUTES OF
COMMISSIONER MEETING
MARCH 9, 2023, 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 Keith Stewart, G&O, Legal Counsel: Jack Follis, City of Lake Stevens: Gene Brazel, City Administrator

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 Wright moved to approve the agenda as submitted. Commissioner Lorentzen 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.

	AMOUNT	CHECK #'s
A. Minutes: Feb 22 nd & 23 rd		
B. Lien Placements (45)	NA	
Lien Releases (59)	NA	
Lien Foreclosure Lawsuit (0)	NA	
C. Investments	\$930,000.00	
Withdrawals	\$21,784.96	
Transfers	NA	
D. Payroll	\$244,773.12	
E. 40 – Maintenance	\$158,640.52	10723-10766
F. 48 – SRF Principle & Interest Payment	NA	
G. 58 – Capital Expenditures	\$21,784.96	10767-10771
I. 60 – PWTF Principle & Interest Payment	NA	
J. Housekeeping –	NA	

5. OLD BUSINESS –

- A. Legacy Power Systems Contract Approval for LS 7 Generator Replacement – The contract was not ready for approval, no action taken.

6. NEW BUSINESS –

- A. Resolution No 1046 Adopting a Revised Schedule for Sewer Permits and Other Administrative Fees – Mariah Low stated that this Resolution replaces Resolution No 1030 with the addition of a sewer permit extension option. Recently applications have had extended wait times for City permits and would need an extension. The extension of three months will be a minimal cost to applicants. This Resolution has been reviewed by legal and recommended for approval by staff. Commissioner Lorentzen Moved to approve Resolution No 1046. Commissioner Wright seconded the Motion. The Motion passed.

7. MANAGERS' REPORTS

- A. General Manager – Mariah Low stated that Caring by Sharing is currently at \$149.82, enough to help one family. Daily Plant flows are at 3.497 MGD and the WWTP lab analyst position is vacant and ready to be filled. The collections department also has an open Field Specialist position open. 2022 financials will be sent to the CPA this week.
- B. Assistant General Manager – Johnathan Dix shared that Leigh Nelson, from G&O, is leaving her position after 18 years with the company. He thanked her for the service and support she has given the District over the years. The District has collected 1 GFC and 13 permits to date.

- 8. CITY REPORT** – Gene Brazel stated that a skate park will be installed next to The Mill in downtown Lake Stevens . LDC, contractor that has completed many recent projects for the City, is celebrating 20 years in business and will be filming in town.

- 9. COMMISSIONERS' REPORT** – Commissioner Lorentzen stated that he would like to invite the other commissioners to attend the Spring WASWD conference. He thanked Leigh Nelson for her years of work. Commissioner Kosche also thanked Leigh and said she has been an integrated part of the team, creating much needed continuity for the District. Leigh will be greatly missed.

- 10. EXECUTIVE SESSION** – Jack Follis stated the Commission will now recess into Executive Session at 9:10 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. 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 9:40 AM, Commissioner Kosche closed the executive session.


- 11. CONCLUDE** – Commissioner Lorentzen made a Motion to adjourn the Board Meeting. Commissioner Wright seconded the Motion. The Motion passed at 9:40 AM.

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





Dan Lorentzen, Commissioner



Andrea Wright, Secretary and Commissioner

Kevin Kosche, President and Commissioner