



**LAKE STEVENS
SEWER DISTRICT**
Serving You Since 1957

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Website: www.lkstevenssewer.org

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

**MINUTES OF
COMMISSIONER MEETING
FEBRUARY 23, 2023, at 9:00 AM**

Attendees: Commissioners Dan Lorentzen, Andrea Wright and Kevin Kosche, District Staff: Mariah Low, Johnathan Dix and Melonie Grieser. Legal Counsel: Jack Follis and Jordan Stephens, City: 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 questions submitted and no one in attendance had questions.
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.

A. Minutes: February 9 th	AMOUNT	CHECK #'s
B. Lien Placements (0)	NA	
Lien Releases (0)	NA	
Lien Foreclosure Lawsuit (0)	NA	
C. Investments	\$26,098.45	
Withdrawals	\$15,560.04	
Transfers	\$5,750.56	
D. Payroll	NA	
E. 40 – Maintenance	\$89,331.37	10681-10720
	\$33,711.67	EFT168
F. 48 – SRF Principle & Interest Payment	NA	
G. 58 – Capital Expenditures	\$17,284.35	10721-10722
I. 60 – PWTF Principle & Interest Payment	NA	
J. Housekeeping –	NA	

5. OLD BUSINESS –

- A. Recommendation Award for the Lift Station 7 Generator Replacement Project to Legacy Power Systems, \$64,480.80 – Johnathan Dix stated that the engineer's estimate was \$114,555, bids were reviewed by engineering and staff. Legacy Powers Systems is recommended for award with a corrected bid of \$64,150.80. Commissioner Lorentzen made a Motion to approve the

award to Legacy Powers Systems. Commissioner Wright seconded the Motion. The Motion passed.

6. NEW BUSINESS –

- A. G&O Contract Amendment 33, WWTF Alkalinity System Improvements, \$89,600 – Mariah Low stated that this service contract includes a scope containing the design for improvements. The Plant has been piloting this product for approximately a year. Calcium carbonate has been working great for the alkalinity and works well with the membranes at the plant. This contract is recommended by staff. Commissioner Lorentzen made a Motion to approve the amendment. Commissioner Wright seconded the Motion. The Motion passed.
- B. Resolution No. 1045 – Adopting the 2020 Snohomish County Hazard Mitigation Plan – Mariah Low stated that the staff was involved in the mitigation plan process back in 2019 with Snohomish County. This resolution solidifies that the District adopts the plan. Commissioner Lorentzen made a Motion to approve Resolution No 1045. Commissioner Wright seconded the Motion. The Motion passed.


7. MANAGERS' REPORTS

- A. General Manager – Mariah Low stated that the daily Plant flows are at 3.5 MGD. Newly purchased ammonia probes arrived at the plant and are in use. The District received PUD incentives, including, for the Total Inorganic Nitrogen removal. Not only did Plant staff meet and exceed the TIN goal but saved energy while doing it.
 - B. Assistant General Manager – Johnathan Dix stated that the District has collected 1 connection fee and 14 permits issued. On routine preventative maintenance, field staff found that Lift Station 1C had a broken transfer switch. Staff has a rental generator at the station until the switch is fixed.
- 8. CITY REPORT** – Gene Brazel stated that the City sent out a press release about closing five playgrounds around the City that are in disrepair. The plan is to eventually replace or close them permanently. Eight City public works employees worked on snow and ice removal last night to ensure a safe commute for residence this morning.
- 9. COMMISSIONERS' REPORT** – Commissioner Lorentzen thanked staff for their hard work. He encouraged commissioners to attend the 2023 WASWD Spring Conference. Commissioner Wright really appreciates the preventative maintenance from our field staff. Commissioner Kosche was pleased with the results from the Utility Committee meeting the previous night, February 22nd. He is grateful to be working together with the City in moving forward.
- 10. EXECUTIVE SESSION** – Jordan Stephens stated the Commission will now recess into Executive Session at 9:13 AM and excused the General Public; it is estimated the executive session will last until 9:30 AM. The purpose of the Executive Session, under RCW 42.30.110(1)(i) is to discuss potential 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 9:30 AM.

- 11. CONCLUDE** – Commissioner Lorentzen made a Motion to adjourn the Board Meeting. Commissioner Wright seconded the Motion. The Motion passed at 9:30 AM.

Signed at a regular open public meeting this 9th day of March 2023





Dan Lorentzen, Commissioner



Andrea Wright, Secretary and Commissioner

Kevin Kosche

Kevin Kosche, President and Commissioner

Signature: 
Kevin Kosche (Mar 9, 2023 10:36 PST)

Email: kevin.kosche@lkssd.org

11. **CONCLUDE** – Commissioner Lorentzen made a Motion to adjourn the Board Meeting. Commissioner Wright seconded the Motion. The Motion passed at 9:30 AM.

Signed at a regular open public meeting this 9th day of March 2023



Dan Lorentzen, Commissioner



Andrea Wright, Secretary and Commissioner

Kevin Kosche, President and Commissioner






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Final Audit Report

2023-03-09

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-  Document created by Melanie Grieser (Melanie.Grieser@lkssd.org)
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Regular Board Meetings Attendees

Summary GoToMeeting

Meeting Date	Meeting Duration	# of Attendees	Meeting ID
23-Feb-23	38 minutes	10	646-704-685

Details

Name	Email Address	Join Time	Leave Time	Min in Session
+12063532373		9:18 AM	9:30 AM	11
646-704-685		8:58 AM	9:14 AM	16
Bryan Steen		8:56 AM	9:13 AM	16
Gene Brazel		8:56 AM	9:14 AM	17
Jack Follis		8:58 AM	9:30 AM	31
Jordan Stephens		9:15 AM	9:30 AM	14
Jordan Stephens		8:57 AM	9:14 AM	16
Kevin Kosche		8:56 AM	9:30 AM	33
Mariah		8:52 AM	9:30 AM	38
Melonie Grieser	conference@lkssd.org	8:54 AM	9:15 AM	21
Ron		9:01 AM	9:14 AM	12

February 13, 2013

Reg. Mtg

VISITOR SIGN-IN

If you would like to address the Board of Commissioners, it will be necessary for you to sign in. Thank you.

Print Name	Signature	Address	Phone	Purpose
Paul Knight	Paul Knight			LKSD