



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

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Website: [www.lkstevenssewer.org](http://www.lkstevenssewer.org)

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

**MINUTES OF  
COMMISSIONER MEETING  
JULY 13, 2023, at 9:00 AM**

**Attendees:** Commissioners Dan Lorentzen, Andrea Wright and Kevin Kosche, District Staff: Mariah Low and Johnathan Dix, District Engineer: Keith Stewart, G&O, Legal Counsel: Jordan Stephens, City of Lake Stevens: Gary Petershagen, City Councilmember

- 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. City Councilmember Gary Petershagen was in attendance and asked the District staff if there was any damage or incidents during the 4<sup>th</sup> of July holiday. The City had several issues, specifically at the local parks. The District had no out of the ordinary issues. Patrick McCourt was in attendance and wanted an update for the Lift Station 2C upgrade, force main and gravity line projects. The LS 2C project directly affects the development project he is involved with. Johnathan Dix stated that the City has two of the three permits ready for this project and the District should be able proceed with the bid advertising very soon.
- 3. AGENDA APPROVAL** – Commissioner Lorentzen moved to approve the agenda as submitted. Commissioner Wright seconded the Motion. The Motion passed.
- 4. Sparman Annexation Public Hearing** – Commissioner Kosche opened the public hearing for comments. There were no comments. Commissioner Kosche closed the public hearing.
- 5. CONSENT ITEMS** (The Commissioners have previously reviewed these in detail) – Mariah Low stated that there was a correction to the payroll total, item D, which should be \$256,811.82. Commissioner Lorentzen moved to approve Consent Items A through J with item D correction. Commissioner Wright seconded the Motion. The Motion passed.

	<b>AMOUNT</b>	<b>CHECK #'s</b>
A. Minutes: Jun 21st & 22nd		
B. Lien Placements (64)	NA	
Lien Releases (67)	NA	
Lien Foreclosure Lawsuit (0)	NA	
C. Investments	\$743,000.00	
Withdrawals	\$135,863.51	
Transfers	NA	
D. Payroll	\$256,811.82	
E. 40 – Maintenance	\$172,865.66	11074-11127
F. 48 – SRF Principle & Interest Payment	\$135,201.29	11128
G. 58 – Capital Expenditures	\$662.22	11129-11130

I. 60 – PWTF Principle & Interest Payment	NA	
J. Housekeeping – Voided Check	\$2724.50	10889

## 6. OLD BUSINESS –

- A. Batcheldor DEA Second Addendum – This second addendum modifies the language regarding Fagerlie because originally the sewer would flow partially through the Fagerlie project. The applicant for this DEA wants to exclusively have sewer flow through the Hisey project. Commissioner Lorentzen made a Motion to approve the DEA second Addendum. Commissioner Wright seconded the Motion. The Motion passed.
- B. Resolution No 1051 Sparman Annexation BRB – Johnathan Dix stated that this Resolution marks the end of the comment period for the annexation and needs Commissioner approval for the Annexation packet to go before the Boundary Review Board. The resolution has been reviewed by legal and recommended by staff for approval. Commissioner Lorentzen made a Motion to approve Resolution No 1051. Commissioner Wright seconded the Motion. The Motion passed.

## 7. NEW BUSINESS –

- A. WWTP Forklift (\$39,488.17) & Field Polaris Ranger (\$22,956.79) Purchase – Johnathan Dix stated that the Plant Forklift would replace the existing 1-ton limit forklift. The plant has increasing need for a 3-ton lifting capacity. The existing forklift will be surplus. The Polaris Ranger is needed for the Collection team for easement maintenance. There are several easements that do not allow vehicle access making it difficult for staff to maintain them. Staff recommends approval. Discussion ensued. Commissioner Lorentzen made a Motion to approve the purchase of both the forklift and the Polaris Ranger. Commissioner Wright seconded the Motion. The Motion passed.

## 8. MANAGERS' REPORTS

- A. General Manager – Mariah Low stated that Caring by Sharing has a total of \$318.94 which will help two District families. The plant flows are 2.47 MGD, total TIN year to date is 50,905 pounds which is 40% of the District's annual limit, and the lab reaccreditation application has been submitted to the Department of Ecology.
- B. Assistant General Manager – Johnathan Dix shared that the District has collected 45.07 GFCs and issued 97 permits year to date. Lift Station 2C projects have two of the permits approved and the third should be complete very soon. District engineers are finishing up comments for City permits on 2C, 4C and 6C lift station upgrades. RFQ for engineering services deadline is today and review and possible interviews should follow soon.

- 9. CITY REPORT – Gary Petershagen stated that 191 incidents have been reported to the City for local lake parks year to date. It has been very challenging.

**10. COMMISSIONERS' REPORT** – Commissioner Lorentzen stated that WASWD Section III meeting was held this week and WASWD is working on the annual budget. Commissioner Wright wanted to thank both the District and City staffs for the combined work on current projects. Commissioner Kosche restated the District's mission statement and that he keeps it in mind when making decisions for the District.

**11. EXECUTIVE SESSION** – Jordan Stephens stated the Commission will now recess into Executive Session at 9:25 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 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 9:30 AM, Commissioner Kosche extended the executive session until 9:35 AM. Commissioner Kosche closed the executive session at 9:35 AM.

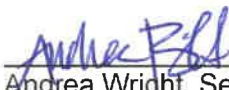
**12. CONCLUDE** – Commissioner Lorentzen made a Motion to adjourn the Board Meeting. Commissioner Wright seconded the Motion. The Motion passed at 9:35 AM.

*Note: The conclusion of the executive session and adjournment was not included in the video recording due to technical difficulties with GoToMeeting*

Signed at a regular open public meeting this 27th day of July 2023.



  
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Dan Lorentzen, Commissioner

  
\_\_\_\_\_  
Andrea Wright, Secretary and Commissioner

  
\_\_\_\_\_  
Kevin Kosche, President and Commissioner

**MEETING DATE:**

July 13, 2023

**TYPE:**

7

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

[illegible]

## Regular Board Meetings Attendees

### Summary

### GoToMeeting

**Meeting Date**

13-Jul-23

**Meeting Duration**

50 minutes

**# of Attendees****Meeting ID**

8 646-704-685

### Details

**Name****Email Address****Join Time****Leave Time**

Andrea Wright

8:52 AM

9:37 AM

Bryan Steen

bryan.steen@lkssd.org

8:50 AM

9:20 AM

Jordan Stephens

jstephens@andersonhunterlaw.com

8:54 AM

9:37 AM

KEITH STEWART

KSTEWART@G-O.COM

8:59 AM

9:20 AM

Mariah Low

conference@lkssd.org

8:53 AM

9:37 AM

Melonie Grieser

conference@lkssd.org

8:47 AM

9:22 AM

Ron Hoole

ron.hoole@lkssd.org

8:51 AM

9:21 AM

Travis Rosencrans

travis.rosencrans@lkssd.org

8:57 AM

9:21 AM