



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

**MINUTES OF
COMMISSIONER MEETING
DECEMBER 28, 2023, at 9:00 AM**

Attendees: Commissioners Andrea Wright, Dan Lorentzen and Kevin Kosche, District Staff: Mariah Low, Johnathan Dix, Rosalind Gorc, and Melonie Grieser. Legal Counsel: Jordan Stephens, G&O: Keith Stewart.

1. **CALL TO ORDER** – At 9:00 AM Commissioner Kosche called the meeting to order.
2. **OATH OF OFFICE FOR COMMISSIONER POSITIONS #2 AND #3** – Rosalind Gorc administered the Oath of Office to Andrea Wright and Kevin Kosche to fill their commission positions.
3. **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. No one in attendance. There were no public comments.
4. **AGENDA APPROVAL** – Commissioner Lorentzen moved to approve the agenda as submitted. Commissioner Wright seconded the Motion. The Motion passed.
5. **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: Dec 12 th & 21 st		
B. Lien Placements (0)	NA	
Lien Releases (0)	NA	
Lien Foreclosure Lawsuit (0)	NA	
C. Investments	\$635,404.31	
Withdrawals	\$40,577.60	
Transfers	\$7031.29	
D. Payroll	NA	
E. 40 – Maintenance	\$32,107.18	EFT 178
	\$106,779.44	11556-11589
F. 48 – SRF Principle & Interest Payment	NA	
G. 58 – Capital Expenditures	\$44,980.60	11590-11592
H. 60 – PWTF Principle & Interest Payment	NA	
I. Housekeeping -	NA	
J. Employment Contract Amendment (3)	NA	

6. OLD BUSINESS –

- A. None

7. NEW BUSINESS –

- A. HGAC Buy Program Interlocal Contract for Cooperative Purchasing – Johnathan Dix stated that this Interlocal Contract is a purchasing cooperative and meets all the competitive bidding requirements. For example, a bypass pump was quoted from vendor for \$112,000 and from HGAC for \$50,000. Staff recommends approval. Commissioner Lorentzen made a Motion to authorize the GM to sign the interlocal agreement. Commissioner Wright seconded the Motion. The Motion passed.
- B. Resolution No 1057 – Reconfirming Board Schedule Location & Time – Mariah Low stated that this resolution is an annual requirement. No changes to the time and location of meetings for 2024. Commissioner Lorentzen made a Motion to approve. Commissioner Wright seconded the Motion. The Motion passed.
- C. Election of 2024 Board Position, President – Commissioner Wright was selected as the Board President for 2024. Commissioner Lorentzen mad a Motion to approved Wright as President. Commissioner Kosche seconded the Motion. The Motion passed.
- D. Election of 2024 Board Position, Secretary – Commissioner Lorentzen was selected for the Board Secretary. Commissioner Kosche made a Motion to approve Lorentzen as Secretary. Commissioner Wright seconded the Motion. The Motion passed.

8. MANAGERS' REPORTS

- A. General Manager – Mariah Low stated that the daily Plant flows are 3.35 MGD. Commissioners' salary will increase by 26% starting on January 1, 2024. Per RCW 57.12.010, the WA Office of Financial Management set the new rate as \$161 per day and maximum annual of \$15,456.
- B. Assistant General Manager – Johnathan Dix stated that GFCs 71.07 collected, 150 permits issued.

9. CITY REPORT – Not present. The City Council ratified the workers Union contract last week.

10. COMMISSIONERS' REPORT – Commissioner Lorentzen thanked everyone for a great year. Commissioner Wright enjoyed the holiday get together and is impressed by the field crew. Commissioner Kosche was impressed by the annual statistics shared at the holiday get together. The Commissioners acknowledged how courteous and professional the District's field crew is while working around the community.

11. EXECUTIVE SESSION – Jordan Stephens stated that 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 9:23 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. At 9:23 AM, Commissioner Kosche closed the executive session.

12. **CONCLUDE** – Commissioner Lorentzen made a Motion to adjourn the Board Meeting. Commissioner Wright seconded the Motion. The Motion passed at 9:23 AM.

Signed at a regular open public meeting this 11th day of January 2024



Dan Lorentzen, Secretary and Commissioner

Andrea Wright, President and Commissioner

Kevin Kosche, Commissioner