



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

**MINUTES OF
COMMISSIONER MEETING
JANUARY 11, 2024, at 9:00 AM**

Attendees: Commissioners Kevin Kosche and Dan Lorentzen, District Staff: Mariah Low, District Engineers: Keith Stewart, G&O, and Pat Kohlbrenner, PACE, Legal Counsel: Jordan Stephens, City of Lake Stevens: Gene Brazel, City Administrator

1. **CALL TO ORDER** – At 9:00 AM Commissioner Lorentzen called the meeting to order and excused Commissioner Wright.
2. **PLEDGE OF ALLEGIANCE** –
3. **PUBLIC FORUM** – Non-action Items (please limit comments to 3 minutes) Commissioner Lorentzen asked if there were any public comments or questions submitted. None received and no one in attendance.
4. **AGENDA APPROVAL** – Commissioner Kosche moved to approve the agenda as submitted. Commissioner Lorentzen seconded the Motion. The Motion passed.
5. **CONSENT ITEMS** (The Commissioners have previously reviewed these in detail) – Commissioner Kosche moved to approve Consent Items A through H. Commissioner Lorentzen seconded the Motion. The Motion passed.

	AMOUNT	CHECK #'s
A. Minutes: Dec 28 th		
B. Lien Placements (64)	NA	
Lien Releases (62)	NA	
C. Investments	NA	
Withdrawals	\$409,683.38	
Transfers	NA	
D. Payroll	\$281,954.10	
E. 40 – Maintenance	\$691,959.08	11593-11638
F. 48 – SRF Principle & Interest Payment	\$135,201.29	11639
G. 58 – Capital Expenditures	\$32,523.01	11640-11641
H. 60 – PWTF Principle & Interest Payment	NA	

6. OLD BUSINESS –

- A. Dawson DEA Authorization for GM to execute – Mariah Low stated that this DEA for 28 units requires a small lift station to service the development. Initially District engineers thought that a Comp Plan amendment might be required. Ultimately, it was decided no amendment was needed because it will only service this DEA area and does not trigger an Ecology review. Commissioner

Kosche made a motion to approve the General Manager to execute the DEA. Commissioner Lorentzen seconded the Motion. The Motion passed.

7. NEW BUSINESS –

- A. Lift Station 11 Upgrade Proposal for engineering Services, PACE, \$289,350 – Mariah Low stated that Lift Station 11 is located at 20th St SE and 90th Ave SE and was built in 1983. The District reached out to Pace for an engineering proposal which was included in this packet. Pace engineer, Pat Kohlbrenner, stated that this upgrade includes retrograde fit for new pumps, wet well improvements or replacement, electrical control improvements, and a new generator. The proposal also fully includes sub-contractors for soil boring and electrical services, construction support, bid support, and some site inspections. Commissioner Kosche made a Motion to approve the General Manager to execute the Pace proposal for Lift Station 11 upgrade. Commissioner Lorentzen seconded the Motion. The Motion passed.

8. MANAGERS' REPORTS

- A. General Manager – Mariah Low stated that the Caring by Sharing has \$30.54. The plant flows are 3.62 MGD. The plant treated 1.076 billion gallons in 2023. Total TIN for 2023 was 80% of annual limit at 101,286 lbs. The District has collected 0 GFCs and 6 permits have been issued year to date. The District had a total of 71.07 GFCs in 2023. The District extended a contract with CLA for financial services through 2024. Lift Station 5C Decommissioning project started in January. Mariah also requested approval to remove Theresa Williams from the District bank accounts at all financial institutions and add Angela Evans, who will be replacing Theresa who is retiring today from the District. Commissioner Kosche made a Motion to approve the removal of Theresa Williams from bank accounts and add Angela Evans. Commissioner Lorentzen seconded the Motion. The Motion passed.

- 9. CITY REPORT** – Gene Brazel stated that the City is preparing for snow and ice all around the City. Business as usual.

- 10. COMMISSIONERS' REPORT** – Commissioner Kosche stated that he attended staff meeting with City and District regarding the merger and all is going smoothly. Both Commissioners thanked staff and congratulated Theresa Williams on her retirement.

- 11. EXECUTIVE SESSION** – None

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

Signed at a regular open public meeting this January 25th day of 2024.





Dan Lorentzen, Secretary and Commissioner



Andrea Wright, President and Commissioner



Kevin Kosche, Commissioner

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

Regular Board Meetings

January 11, 2024 . 8:52 AM . ID: 646704685

Pat Kohlbrenner

00 mins . 7%

Gene Brazel

00 mins . 2%

Jordan Stephens

00 mins . 1%

Eric

00 mins . 0%

Share Status

Access: Public

Expires: January 18, 2024

Shared content: Video, Notes

Attendees

Mariah Low

conference@lkssd.org

Pat Kohlbrenner

Gene Brazel

Jordan Stephens

jstephens@andersonhunterlaw.com

Eric

Talk Time

Organizer

Attendees

100%

Mariah Low

00 mins . 89%