

**MINUTES OF THE MEETING OF  
COMMISSIONERS OF THE  
SILVER LAKE WATER & SEWER DISTRICT**

January 22, 2015

The regular meeting of the Board of Commissioners of the Silver Lake Water & Sewer District was held on January 22, 2015, beginning at 5:30 p.m., at the District Administration Building. Attending were Commissioners Bill Anderson, Rod Keppler, and Anne Backstrom. Also present were General Manager Patrick Curran, District Engineer Rick Gilmore, and Finance Manager Brad Nelson; Eric Delfel with Gray & Osborne; and John Milne with Inslee, Best, Doezie, & Ryder P.S., Attorney for the District.

- 1.) **CALL TO ORDER:** Commissioner Anderson called the meeting to order at 5:30 p.m.
- 2.) **APPROVAL OF MINUTES:** The Minutes of the regular meeting of January 8, 2015 were unanimously approved as circulated.
- 3.) **FINANCIAL MATTERS:**

a.) **Vouchers and Check(s) Approval:**

Following discussion of various matters, vouchers and revolving fund checks were unanimously approved and signed as follows:

Fund	Code	Number	Amount
Water Maintenance	743 5408666	.01-035-.01-073	\$63,265.70
Sewer Maintenance	743 5418666	.01-019-.01-032	57,405.77
Sewer Capital Improve.	743 5448666	.01-004-.01-007	14,714.07
Water Capital Improve.	743 5468666	.01-005-.01-008	13,666.58
Revolving Check Fund		3746 - 3779	12,477.07
<b>Total Warrants</b>			<b>\$161,529.19</b>

4.) **CAPITAL IMPROVEMENT PROJECT(S)**

a.) **AWWD Intertie-Master Meter No. 10**

Mr. Gilmore presented a verbal summary to the Board of Commissioners of a Staff report regarding the Alderwood Water & Wastewater District (AWWD) Intertie-Master Meter No. 10 project, for their review. The electrical rack installation and installation of telemetry and power facilities in progress since early November 2014 working with PUD, Frontier, and AWWD personnel is now complete. Final verification of field testing connections is in progress and a District construction punch list will be identified after proof of connections. Confirmation testing will occur when AWWD personnel can be scheduled for coordination of the AWWD vault, rack, and telemetry panel components of their meter system with the SLWSD confirmation testing of the meter control components in our panels.

AWWD final punch list items, if any, will be identified during the on-site confirmation testing with their operations personnel on site.

**5.) MAINTENANCE AND OPERATION REPORT(S)**

**a.) 2015 Conference Schedule**

Mr. Curran presented a verbal summary to the Board of Commissioners of a 2015 Conference schedule, for their review. He requested should any Commissioner decide to attend any of the conferences on the list that they make staff aware of it. Commissioner Backstrom stated she wanted to attend the WASWD Fall Conference in Wenatchee September 23-25. Mr. Curran reported that Mr. Nelson has requested that he attend the AWWA Financial Management Cost of Rate-Making Seminar in Atlanta, GA on April 20 – 22, 2015. Following discussion by motion passed unanimously, the Commissioners authorized Mr. Nelson to attend AWWA Financial Management Cost of Rate-Making Seminar in Atlanta, GA on April 20 – 22, 2015.

**6.) STAFF REPORTS**

**a.) District Engineer:**

No Further Report.

**b.) Finance Manager:**

No Further Report.

**c.) Attorney:**

No Further Report.

**d.) General Manager:**

No Further Report.

The General Manager requested an Executive Session to discuss matters pursuant to RCW 42.30.110 (1) (c) regarding property currently owned by the District, 42.30.110 (1) (i) regarding potential litigation regarding such property, and 42.30.110 (1) (i) regarding potential litigation involving a long term contract with the City of Everett. A motion was made, seconded, and unanimously approved by the Board of Commissioners to convene to an Executive Session to discuss these matters. Before convening to the Executive Session at 5:30 pm, Commissioner Anderson advised that the Executive Session would be concluded at 5:40 pm. The Executive Session concluded at 5:40 pm and the open public meeting reconvened.

Following discussion by motion passed unanimously, the Commissioners authorized Mr. Curran to negotiate the conveyance of a storm water easement for the benefit of Crestview Village to provide storm water piping to Crestview Village across the northeast corner of the District's old headquarter site in an amount not less than \$4,200.00 and with additional conditions.

Following discussion by motion passed unanimously, the Commissioners authorized and directed Mr. Curran to take all necessary steps to close the purchase of the Ashford property adjacent to the District's Headquarter site's southern boundary.

There being no further business before the Board, the meeting was adjourned.

**This ends the Minutes of the January 22, 2015 regular meeting. The following signature page is a scanned image of the original signature page of the Minutes and certifies these are the approved Minutes by the Secretary of the Board.**

## Minute Certification

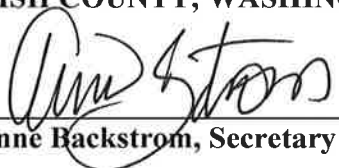
I, the undersigned, Secretary of the Board Commissioners of Silver Lake Water and Sewer District, Snohomish County, Washington (the "District"), hereby certify as follows:

1. The attached copy of the Minutes of the Meeting of Commissioners (the "Minutes") is a full, true and correct copy of the Minutes of the January 22, 2015 regular meeting of Commissioners, duly adopted at a regular meeting of the Board of Commissioners of the District, held at the regular meeting place thereof on February 12, 2015, as these Minutes appear on the Minute book of the District; and;

2. A quorum of the members of the Board of Commissioners was present throughout the meeting and a majority of those members present voted in the proper manner for the approval of these Minutes.

IN WITNESS WHEREOF, I have hereunto set my hand this 12<sup>th</sup> day of February 2015.

**SILVER LAKE WATER AND SEWER DISTRICT  
SNOHOMISH COUNTY, WASHINGTON**

  
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Anne Backstrom, Secretary