

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

February 26, 2015

The regular meeting of the Board of Commissioners of the Silver Lake Water & Sewer District was held on February 26, 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 February 12, 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	.02-040-.02-071	\$176,410.32
Sewer Maintenance	743 5418666	.02-015-.02-030	66,878.37
Sewer Capital Improve.	743 5448666	.02-005-.02-006	6,250.28
Water Capital Improve.	743 5468666	.02-003-.02-008	15,407.35
Revolving Check Fund		3794 - 3812	31,997.41
Total Warrants			\$296,943.73

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 Contractor will begin confirmation tests when AWWD personnel can be scheduled. AWWD informed the District that they do not expect to have their programming graphics completed until the first week of March, at which time they will offer some windows of time for scheduling the Master Meter No. 10 Commissioning Tests.

b.) **Developer Extension Application**

Mr. Gilmore presented a verbal summary to the Board of Commissioners of a Developer Extension Application for the plat of Woodridge 5.

This project is located both in Silver Lake Water and Sewer District (SLWSD) and Cross Valley Water District (CVWD), north of Seattle Hill Road. It is a proposed residential plat project of 27 lots, 11 of which will receive water and sewer service from SLWSD and 16 of which will receive sewer only from SLWSD. On-site water for the 11 lots in SLWSD territory, and sewer extension for all 27 lots will be performed through this proposed developer extension. A separate water extension agreement is in place between the Developer and CVWD for water extension within Cross Valley territory. The Developer is Terra Firma Development Company, Ltd; Owner Noordin Sayani.

Following discussion, by motion passed unanimously, the Board of Commissioners approved the execution of the Developer Extension Agreement for the plat of Woodridge 5.

5.) MAINTENANCE AND OPERATION REPORT(S)

a.) The Ashford Property

Mr. Curran presented a verbal report to the Board of Commissioners on the Ashford Property. The Title Report was received on February 25th, 2015. Wyser Construction has entered into an Agreement with the District to level and remove structures and materials from the Ashford property. Mr. Curran reported that District staff is going to relocate the fence between the District Headquarter site and the Ashford property and set it up between the Utility Corridor and the Ashford property.

6.) INTER-AGENCY REPORT(S)

a.) EWUC Meeting Report

Mr. Curran presented a verbal summary to the Board of Commissioners of reports (City of Everett 2001 Drought Response Plan, the Ordinance establishing an Everett Water Utility Committee, Everett Water Storage/Spada Elevation, Everett 2015-2024 Capital Improvement Program) that were reviewed at the EWUC Meeting dated February 19, 2015, for their review.

b.) District-City of Mill Creek

Mr. Curran presented a verbal report to the Board of Commissioners of a scheduled meeting with Roland Hoefler, the Appraiser, and Tom Gathmann of the City of Mill Creek to discuss and provide information to Mr. Hoefler regarding the appraisal. Mr. Curran reported that Mr. Robison has initiated discussions with Cell Tower Tenants regarding relocation of utility easements to align within a proposed easement of 15 feet along the west boundary line of the old Headquarter site.

7.) STAFF REPORTS

a.) District Engineer:

No Further Report.

b.) Finance Manager:

No Further Report.

c.) **Attorney:**

No Further Report.

d.) **General Manager:**

Mr. Curran reported to the Board of Commissioners that there were no bids received on February 24th, 2015, for the 2007 John Deere 50D Compact Excavator. He advised the Commissioners that Pape Machinery has adjusted its credit amount for trade in of the old 50D Excavator from \$40,000 to \$33,000. Following discussion, by motion passed unanimously, the Board of Commissioners authorized purchase of the new 60D Excavator in the amount of \$49,467.30 after the \$33,000 credit.

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 5:45 p.m., Commissioner Anderson advised that the Executive Session would be concluded at 6:00 p.m. The Executive Session concluded at 6:00 p.m. and the open public meeting reconvened.

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

This ends the Minutes of the February 26, 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 February 26, 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 March 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 12th day of March 2015.

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



Anne Backstrom, Secretary