

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

March 12, 2015

The regular meeting of the Board of Commissioners of the Silver Lake Water & Sewer District was held on March 12, 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 26, 2015 were unanimously approved as circulated.
- 3.) **FINANCIAL MATTERS:**

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

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

Fund	Code	Number	Amount
Water Maintenance	743 5408666	.03-001-.03-044	\$110,091.54
Sewer Maintenance	743 5418666	.03-001-.03-010	734,164.70
Sewer Capital Improve.	743 5448666	.03-001-.03-002	4,945.79
Water Capital Improve.	743 5468666	.03-001-.03-001	2,453.56
Revolving Check Fund		3813 - 3834	5,488.78
<b>Total Warrants</b>			<b>\$857,144.37</b>

4.) **PUBLIC HEARING-Everett/SLWSD Long Term Contract**

Mr. Curran presented to the Board of Commissioners a Proposed Sewage and Annexation Agreement with the City of Everett and draft resolution, for their review.

Commissioner Anderson announced the purpose of the Public Hearing is the proposed approval of a long-term sewage and annexation agreement between the Silver Lake Water and Sewer District and the City of Everett. Commissioner Anderson called the Public Hearing to order at 5:25 p.m. He announced a sign-up sheet has been provided for citizens who wish to address the Board later in the evening and noted the Hearing is being recorded. He introduced the District's Board of Commissioners and other individuals who have been involved in discussions regarding the proposed agreement with Everett.

Mr. Curran presented a Staff Report.

Mr. Milne reported on the legality of the proposed Agreement and the District's statutory authority to enter into the Agreement with the City, and he addressed the sewage and annexation/transfer matter which he stated was authorized by Washington law.

Commissioner Anderson announced they would now receive public comments on the proposed sewage and annexation agreement with the City of Everett. However, there were no public comments. Commissioner Anderson stated that no more interested parties have come forward to speak and closed this portion of the Hearing for public comments.

Following discussion, by motion passed unanimously, the Board of Commissioners adopted and executed Resolution No. 710 approving the Proposed Sewage and Annexation Agreement with the City of Everett, and authorized and directed the President and Secretary of the Board of Commissioners to execute the Agreement on the District's behalf.

**5.) 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 AWWD Intertie-Master Meter No. 10 project, for their review. The District received notification that the City of Mill Creek Traffic bollards have been received and the Contractor scheduled installation for Monday, March 9, and will continue completion of the preliminary punchlist following bollard installation. The AWWD system is now modified for MM #10 and the Commissioning Test took place on March 11, 2015.

Following completion of the Commissioning Test, the District initiated a flow performance confirmation. The District intends to take approximately 300,000 gallons per day for several weeks before increasing flows from MM #10.

**b.) Developer Extension Applications**

Mr. Gilmore presented a verbal summary to the Board of Commissioners of a Developer Extension Agreement with attached Project Site maps, for their review.

King's Corner Division 3 is a residential project development of 29 detached condominium units. It was first proposed in 2008 by The McNaughton Group. Quadrant Homes, the Developer of King's Corner 1 & 2, has acquired the project and is proposing to go to construction this spring. Completion of this project will provide a redundant water main tie to 180<sup>th</sup> Street SE, strengthening the District's distribution grid along the southern border of the District. The project is located north of 180<sup>th</sup> Street SE, adjacent and west of the Plat of Sommerwood. The Developer is The Quadrant Corporation dba Quadrant Homes.

Following discussion, by motion passed unanimously, the Board of Commissioners accepted and executed the Developer Extension Agreement for the plat of King's Corner Division 3.

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

**a.) Resolution and Fleet Policy**

Mr. Curran presented a verbal summary to the Board of Commissioners of a draft resolution establishing policies for management and use of District vehicles with an attached District Vehicle Use Policy, for their review.

Following discussion, by motion passed unanimously, the Board of Commissioners adopted and executed Resolution No. 709 establishing policies for management and use of District vehicles and approved the District Vehicle Use Policy.

**b.) Staff Report-Side Sewer Damage**

Mr. Curran provided a verbal summary to the Board of Commissioners of a Staff report regarding side sewer damages at 3830-105<sup>th</sup> Place SE, Everett, for their review.

On March 5<sup>th</sup>, 2015, at 1:00 p.m., District crews were dispatched to the above referenced address for a possible sewer backup. Innovac Video Inspection was contacted and scheduled for a Lateral Launch of the side sewer from the mainline. At 25' from the mainline, located next to a PUD Transformer Vault and other utilities, a large mass of paper appeared in the line. Because of the close proximity to the PUD Transformer, an Emergency Locate was called in. The site was excavated at the side sewer obstruction area. When the 6" concrete side sewer line was exposed, an orange conduit appeared to be going through the pipe and the pipe broke causing the sewage backup. Comcast Cable was contacted and sent Representative Chris Lanberg (Maintenance Technician) to the site who confirmed it was their cable. Contact information was exchanged. District crews made the repair at 2:00 p.m. and the line was flow tested and put back in service.

On March 9, 2009, District crews finished with the backfill, cleanup and yard restoration. Comcast contacted their insurance company, Liberty Mutual, to inform them the District would file a claim for reimbursement.

**c.) WASWD Spring Conference**

Mr. Curran reported to the Board of Commissioners that the WASWD Spring Conference is being held April 16 – 17, 2015, at the Yakima Convention Center. He requested confirmation if any Commissioners wished to attend. Following discussion, Commissioner Backstrom stated she may want to attend the conference and would confirm this with staff next week.

**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 that Former Commissioner Chip Davidson (Northshore Utility District 1969-1994) has passed away. A Memorial Service will be held at the Bothell United Methodist Church (18515-92<sup>nd</sup> Avenue NE, Bothell, WA 98011) on Saturday, March 21<sup>st</sup>, 2015, at 2:00 p.m.

Mr. Curran advised the Board that the District would be moving, and having installed, new fencing at the new District property just south of District Headquarters.

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, and 42.30.110 (1) (i) regarding potential litigation regarding such property. 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 5:50 p.m., Commissioner Anderson advised that the Executive Session would be concluded at 6:10 p.m. The Executive Session concluded at 6:10 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 March 12, 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

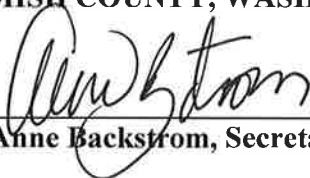
I, the undersigned, Secretary of the Board Commissioners of Silver Lake Water and Sewer District, Snohomish County, Washington (the "District"), hereby certify as follows:

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 March 12, 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 26, 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 26<sup>th</sup> day of March 2015.

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

  
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Anne Backstrom, Secretary