

**SAMMAMISH PLATEAU WATER & SEWER DISTRICT**  
**1510 228<sup>TH</sup> Ave. S.E., Sammamish, Washington 98075**

**Minutes**  
**January 4, 2010**

Commissioner Mary Shustov, President of the Board of Commissioners, called the Sammamish Plateau Water and Sewer District Board of Commissioners regular meeting to order at 3:02 P.M. A quorum represented by Commissioner Mary Shustov, Lloyd Warren, Robert Brady, Robert Abbott and Tom Harman was present. Also present were District staff Ron Little, Jay Regenstreif, Lisa Tobin, Scott Jonas, Angel Barton and Asea Sandine. John Milne, District legal counsel, was also present.

**ADDITIONS/ALTERATIONS TO THE AGENDA**

Milne advised the swearing in must take place before the consent agenda is approved. Item A was moved up before any other items including the consent agenda. Little requested that items E and F be moved to item C and D. Commissioner Shustov agreed to change the order of the items as requested.

**A. SWEARING IN CEREMONY**

Milne administered the oath of office to Mary Shustov as Commissioner, Position No. 5 and Robert Abbott as Commissioner, Position No. 3 and congratulated both on their election to their positions.

**PUBLIC COMMENTS**

- No public was present.

**CONSENT AGENDA**

<b>Minutes:</b>				
• November 16, 2009				
<b>Vouchers</b>				
#1	Maintenance Fund	09-082-0010	108677-108745	\$121,558.00
#4	Sewer Construction	09-082-3510	301131-301136	\$14,703.84
#10	Electronic Remittance (Payroll)	09-082-0010	DD.5135-5190	\$111,515.83
#10	Electronic Remittance (Dept of Ret – PERS)	09-082-0010	WT.108746	\$16,443.14
#10	Electronic Remittance (ICMA –Def Comp)	09-082-0010	WT.108747	\$3,352.50
#10	Electronic Remittance (King Co Fin –PR Tax)	09-082-0010	WT.108748	\$42,932.00
#10	Electronic Remittance (WA State Treasurer –Def Comp)	09-082-0010	WT.108749	\$2,780.17
	<b>Total</b>			<b>\$313,285.48</b>
<p>➤ <b>Motion:</b> Commissioner Harman made a motion to approve the Consent Agenda as presented. Commissioner Warren seconded the motion.</p> <p>➤ <b>The motion carried with a vote of 4-1 with Commissioner Abbott abstaining from the approval of minutes as he was not present.</b></p>				

**B. BOARD ELECTION OF OFFICERS**

Commissioner Shustov asked for nominations for President, Vice President and Secretary of the Board of Commissioners for the 2010 calendar year.

- **Motion:** Commissioner Harman made a motion to continue with the current president and nominated Commissioner Shustov. Commissioner Abbott seconded the motion.

As there were no further nominations for President Commissioner Shustov closed nominations and called for the vote of Commissioner Shustov as president for the 2010 calendar. The vote of Commissioner Shustov as president carried unanimously.

- **Motion:** Commissioner Abbott made a motion to continue with the current vice president and nominated Commissioner Harman as vice president for the 2010 calendar year. Commissioner Brady seconded the motion.

As there were no further nominations for vice president Commissioner Shustov closed nominations and called for the vote of Commissioner Harman as vice president for the 2010 calendar year. The vote of Commissioner Harman as vice president carried unanimously.

- **Motion:** Commissioner Abbott made a motion to continue with the current secretary and nominated Commissioner Brady as secretary for the 2010 calendar year. Commissioner Harman seconded the motion.

As there were no further nominations for vice president Commissioner Shustov closed nominations and called for the vote of Commissioner Brady as secretary for the 2010 calendar year. The vote of Commissioner Brady as secretary carried unanimously.

### **C. DISTRICT HEADQUARTERS HVAC CONTROLS PROJECT UPGRADE**

Jonas advised that when the Districts current HVAC control system was installed an older model was installed and became obsolete sooner than expected. Furthermore, Carrier will not support the current control system in the near future. The system is no longer functioning efficiently and in the last 3 years has had 13 service call outs. Jonas advised that as part of the 2009 building addition funds were budgeted for the HVAC replacement. Staff went out to bid for the project and received 5 bids with Sunbelt being the lowest responsible bidder. Jonas requested the Board approve the Contract and award the project to Sunbelt as the lowest responsible bidder.

- **Motion:** Commissioner Harman made a motion to approve Resolution No. 3875 awarding the HVAC Control System Contract to Sunbelt as the lowest responsible bidder. Commissioner Abbott seconded the motion.

**The motion carried unanimously.**

The Board reached consensus that the same architect and sub contractors that designed or installed the control system should not be used again. The Board also directed Jonas to research availability of grants for this project.

### **D. SCADA REPEATER SITE RELOCATION**

Jonas advised that the Bellevue School District, the owner of the site where the District's repeater antenna is located recently informed the District that the School District would be remodeling the school. Staff at the time thought accommodations would be made for District use and were not concerned. After staff met with the School District staff learned that the School District would be removing the building and rebuilding. The School District's concern appears to be the District delaying or being in the way of the School District project. Staff will be reviewing with consultants other potential locations for the repeater site. Jonas advised that he wanted the Board to be aware of this and that it is estimated to be a \$55-60,000 project. Jonas will keep the Board informed as he learns more. Jonas requested the Board authorize the general manager to sign the license contract if needed.

The Board reached consensus that if the School District was not supportive of accommodating the District that others such as the City of Bellevue and ABSCA would need to get involved.

### **E. DEALY OF REMAINING GENERAL FACILITY CHARGES AMENDMENT**

Tobin advised that at the last Board meeting staff presented the proposed form letter to developers advising them of the Board's approved delay in the time when the Remaining GFC's are due. Tobin advised that the letter had been sent out. Tobin noted Milne made some editorial changes that differed from what was included in the Board packet and requested Board approval based on the revisions.

- **Motion:** Commissioner Warren made a motion to approve the form amendment as revised and presented to the Board with the opportunity to take advantage of this amendment option until December 31, 2010. Commissioner Brady seconded the motion.

**The motion carried unanimously.**

#### **F. INGLEWOOD 206<sup>TH</sup> BAKEN SEWER EXENSION PROJECT**

The District had approved a participation agreement with the developer and discovered that the Participation Agreement had not been submitted to the Board for formal approval and execution. Staff is requesting the Board approve the Participation agreement by resolution.

- **Motion:** Commissioner Warren made a motion to approve Resolution No. 3874 authorizing the participation agreement. Commissioner Abbott seconded the motion.
- **The motion carried unanimously.**  
Commissioner Harman left the meeting at 5:15 PM.

#### **G. CITY GOVERNANCE – FRANCHISE, INTERLOCAL, UTILITY TAX**

Commissioner Warren advised that he had prepared a few talking points for the meeting today. However, he did not feel there was enough time to cover the topics in a half hour. Commissioner Warren suggested a study session be dedicated to this topic. The Board determined to discuss the topics at the January 11, 2010 study session meeting.

#### **ATTORNEY/MANAGER/COMMISSIONER COMMENTS**

##### Attorney Comments

- Milne advised the Commissioners that District staff recently talked to the State Auditor's Office regarding Commissioner Compensation and whether it is to be calculated on a cash or accrual basis. A representative of the Auditor's office has advised it is an accrual basis. Milne advised the Board of the applicable statute (57.12.010) that highlighted each commissioner is compensated for each day or portion of spent in actual attendance at official meetings of the district commission and in the performance of other official services or duties on the Districts behalf and not to exceed \$9984 or 96 meetings for the year. Milne further advised this is based on meetings and not when compensation is received. Milne further advised that in reviewing the commissioner resolution for protocol it appears that it needs to be updated to be consistent with existing procedures.

##### Manager Comments

- Nothing to report.

##### Commissioner Comments

##### Commissioner Shustov

- Advised that she saw an article from Scott Hamilton in the paper indicating the District did not respond to the Low Impact Development (LID) updates. Regenstreif advised that staff reviewed the LID manual and attended meetings with the City of Sammamish. However, staff did not have any comments.

##### Commissioner Warren

- Nothing to report.

##### Commissioner Harman

- Not present for comments.

##### Commissioner Brady

- Nothing to report.

##### Commissioner Abbott

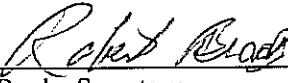
- Nothing to report

**STATUS/ACTION AGENDA ITEM REVIEW**

- Nothing had changed since the last meeting.

***ADJOURN***

As there were no further persons to be heard, or business to discuss the meeting was adjourned at 5:26 P.M.

  
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Robert Brady, Secretary