



SAMMAMISH PLATEAU WATER & SEWER DISTRICT
1510 228TH Ave. S.E., Sammamish, Washington 98075
Minutes
February 1, 2010

Commissioner Tom Harman, President Pro Tem of the Board of Commissioners, called the Sammamish Plateau Water and Sewer District Board of Commissioners regular meeting to order at 3:06 P.M. A quorum represented by Commissioner Lloyd Warren, and Robert Brady was present. Also present were District staff Ron Little, Jay Regenstreif, Lisa Tobin, Scott Jonas, Janet Sailer, Shelley Fyfe and Asea Sandine. John Milne, District legal counsel, was also present.

ADDITIONS/ALTERATIONS TO THE AGENDA

- Commissioner Brady moved to add three items to the agenda: 1) add City of Issaquah's new Council members to the City of Issaquah Draft letter discussion; 2) executive session to discuss a personnel matter; and 3) project management schedules. Commissioner Harman approved the additions to the agenda.

PUBLIC COMMENTS

- No public was present.

CONSENT AGENDA

Minutes:				
<ul style="list-style-type: none"> ▪ December 21, 2009 ▪ January 4, 2010 ▪ January 11, 2010 ▪ January 19, 2010 				
Resolutions:				
3879	Faith United Methodist Church Expansion	1024069143	Termination	
3880	Ventimiglia 244 th NE Short Plat	3425069028	Termination	
3881	Adams 216 th NE Short Plat	1240100102	Termination	
3882	Hazard Mitigation Plan		Adoption	
Vouchers				
#1	Maintenance Fund	09-082-0010	108834-108905	\$420,397.47
		09-082-0010	108910-108910	\$275.00
#4	Sewer Construction	09-082-3510	301145-301153	\$11,135.83
#10	Electronic Remittance (Payroll)	09-082-0010	DD.5262-5318	\$111,940.53
#10	Electronic Remittance (Dept of Ret – PERS)	09-082-0010	WT.108906	\$16,598.84
#10	Electronic Remittance (ICMA Def Comp)	09-082-0010	WT.108907	\$3,402.50
#10	Electronic Remittance (King Co Fin-PR Taxes)	09-082-0010	WT.108908	\$43,924.93
#10	Electronic Remittance (WA State Treasurer – Def Comp)	09-082-0010	WT.108909	\$2,780.14
	TOTAL			\$610,455.24
<ul style="list-style-type: none"> > Motion: Commissioner Warren made a motion to approve the Consent Agenda as amended. Commissioner Harman seconded. Commissioner Shustov arrived at 3:10 PM. > The motion carried 3-0. Commissioner Shustov abstained as she was not present when the modifications were made. 				

A. PROJECT MANAGEMENT SCHEDULE

Commissioner Brady shared that he would like a more standardized format such as Gantt Charts from the managers when they prepare flow charts for the Board. Commissioner Brady felt that by standardizing the form it would be more effectively communicated amongst all parties. He further proposed spending an hour with

staff to demonstrate how to create the charts. Tobin advised that the District has one project manager program for project manager and it may be time consuming for all to utilize the program. Tobin further advised if this were something the Board was interested in more licenses would be needed. Commissioner Warren felt that the Board needed to be cautious about a one size fits all mentality for conveying information. Commissioner Harman felt that the charts were helpful.

Little, Tobin and Commissioner Brady will hold a conference call to review the standardization of flow charts. Commissioner Brady felt that monthly charts would be sufficient for the Board.

B. DRAFT LETTER TO ISSAQUAH

Commissioner Shustov presented her letter draft to the Board and solicited feedback from the Board. Commissioner Warren felt that the draft was beyond the scope of what the Board previously discussed and that the letter needed to convey a willingness to discuss service levels and governance options to include the District's seven interest points.

The Board reached consensus that the discussion needs to take place with the Council as a whole as anticipated in the existing Memorandum of Understanding the District had with the City to protect the lower Issaquah Valley aquifer. Milne referred the Board to the minutes of the prior meeting that indicated Commissioner Brady and Commissioner Shustov were to prepare a draft response. The Board directed Commissioner Shustov and Brady to work on a second draft of letter for the Board's further consideration and approval.

C. GENERAL MANAGER RECRUITMENT PROCESS

Little advised that Fyfe had been working on the brochures to recruit the next General Manager. Fyfe advised that she met with the managers and the schedule was extended out a few weeks. The Board approved the brochures as presented.

D. EXECUTIVE SESSION- GENERAL MANAGER EVALUATION

Commissioner Shustov requested an executive session to finalize the general manager performance evaluation. Commissioner Brady seconded the motion which carried unanimously. Before convening the executive session at 4:12 p.m., Commissioner Shustov advised that the open public meeting would reconvene at 4:45 p.m., at 4:45 p.m. the executive session was extended to 5:00 p.m. At 5:00 p.m. the executive session was concluded and the open public meeting was reconvened.

ATTORNEY/MANAGER/COMMISSIONER COMMENTS

Attorney Comments

- Reported that he had been invited by the State Association to participate in a panel discussion meeting regarding franchise agreements to be held at the WASWD Spring Conference.

Manager Comments

- Reported that the Puget Soundkeeper Alliance intends to sue Port Blakely Communities under the Clean Water Act regarding storm water quality.

Commissioner Comments

Commissioner Shustov

- Nothing to report.

Commissioner Warren

- Nothing to report.

Commissioner Harman

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- Commissioner Harman inquired if the Board had a position on the assumption bill. The Board did not take a position at this time.
- Advised that he had attended the Commissioners Workshop which was well attended.

Commissioner Brady

- Advised the Government Relations committee is reviewing the legislative bills and the current vote of the group is to oppose the bills as they are written and not modify the language.

Commissioner Abbott

- Not present.

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: 27 p.m.

 2-16-10

Robert Brady, Secretary