

**Board of Commissioners
Regular Meeting Minutes
January 4, 2023**

CALL TO ORDER

Commissioner Clarke called the Regular Meeting of the Board of Commissioners on January 4, 2023, to order at 5:00 p.m.

ROLL CALL

Commissioners:

Jeff Clarke, President
Mike Dixon, Vice President
Mike Johnson, Secretary

Staff:

Dave Barnes, General Manager
Kendra Hovis, Executive Assistant/HR Administrator
J.R. Erickson, Finance Manager
Andrea Swisstack, Engineering Manager

Legal

Curtis Chambers, Inslee Best

ELECTION OF OFFICERS

Resolution No. 595-23

Motion by Commissioner Johnson, second by Commissioner Clarke to nominate Commissioner Dixon as president of the Board for 2023. Commissioner Dixon abstained; the motion passed.

Motion by Commissioner Dixon, second by Commissioner Clarke to nominate Commissioner Johnson as vice president of the Board for 2023. Commissioner Johnson abstained; the motion passed.

Motion by Commissioner Johnson, second by Commissioner Dixon to nominate Commissioner Clarke as secretary of the Board for 2023. Commissioner Clarke abstained; the motion passed.

Motion by Commissioner Johnson, second by Commissioner Dixon to adopt Resolution 595-23, certifying the nominations. The motion passed unanimously. Commissioner Dixon took over running the meeting.

ADDITIONS OR DELETIONS FROM THE AGENDA

None

PUBLIC COMMENT FROM THE AUDIENCE

None

CONSENT AGENDA

Minutes:

Regular Meeting Minutes of December 7, 2022

Vouchers:

<u>Date</u>	<u>Total Amount</u>
12/21/2022	\$339,611.51
1/4/2023	\$74,758.87

Benefits:

December \$91,021.34

Payroll:

December \$193,485.49

Project Acceptance:

Lift Station 5 Upgrades Project 50-20 – Final Acceptance
Resolution No. 594-23

Motion: Motion by Commissioner Clarke, second by Commissioner Johnson to approve the consent agenda as presented. The motion passed unanimously.

BUSINESS ITEMS

None.

DISCUSSION ITEMS

None.

OTHER BUSINESS

None.

GENERAL MANAGER'S REPORT

General Manager Barnes reported on the following items:

- Snohomish County Council passed Ordinance 22-068
- Sno-King Water District Coalition Meeting Update
- Everett Water Utilities Committee (EWUC) Meeting Update

ADDITIONAL REPORTS

Engineering Manager Swisstack provided a Capital Project Update.

VERBAL REPORTS

Department Heads

Engineering Manager Swisstack reported working on project scopes for future Board approval.

General Manager Barnes gave an update reporting that both Maintenance & Operations and Treatment Plant staff did a fantastic job during the recent storm and heavy rains.

Legal

No report.

Commissioners


Commissioner Dixon requested adding the organizations that Board members and staff are affiliated with to future agendas.

EXECUTIVE SESSION

At 5:30 p.m. Commissioner Dixon called an executive session to review the performance of a public employee with legal counsel present per RCW 42.30.110 section 1(g), stating the session would last for thirty minutes. All three Commissioners, Executive Assistant/HR Administrator Hovis, and Attorney Chambers were in present in the executive session. At 6:30 p.m. the executive session concluded, and the open public meeting resumed. No action was taken.

ADJOURN


There being no further business, the meeting was adjourned at 6:30 p.m.



Commissioner Dixon



Commissioner Johnson



Commissioner Clarke