

**Board of Commissioners
Regular Meeting Minutes
February 1, 2023**

CALL TO ORDER

Commissioner Dixon called the Regular Meeting of the Board of Commissioners on February 1, 2023, to order at 5:00 p.m.

ROLL CALL

Commissioners:

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

Staff:

Dave Barnes, General Manager
Rick Matthews, Director of Operations & Maintenance
Kendra Hovis, Executive Assistant/HR Administrator
J.R. Erickson, Finance Manager
Andrea Swisstack, Engineering Manager

Legal

Curtis Chambers, Inslee Best

ADDITIONS OR DELETIONS FROM THE AGENDA

None

PUBLIC COMMENT FROM THE AUDIENCE

None

CONSENT AGENDA

Minutes:

Regular Meeting Minutes of January 18, 2022

Vouchers:

<u>Date</u>	<u>Total Amount</u>
2/1/2023	\$68,208.86

Benefits:

November	\$97,665.25
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Payroll:

November	\$215,322.11
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Approval:

DE #560 Brookside Estates NW – 10524-10604 Holly Drive

Accept as Complete:

DE #543 APA Holdings – 226 106th St SW

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

Commissioner Meeting Compensation

Commissioner Dixon requested discussion on the following:

- Commissioners cell phone policy
- Commissioner compensation
- Commissioner liability insurance

General discussion occurred with the Board requesting Staff bring back possible options to the Commissioner Handbook policy for review.

Airport Road Transfer Station

Commissioner Clarke stated on the record that he was previously employed by Snohomish County and oversaw the construction of the Snohomish County Airport Road Transfer Station but has had no professional relationship with the County since 2005. Commissioner Clarke also noted his wife worked for Snohomish County in the Solid Waste Division until 2020 but has had no professional relationship with the County since. Attorney Chambers stated there was no issue with Commissioner Clarke participating in discussion or future decision making regarding the transfer station.

General Manager Barnes gave an overview of the infrastructure in connection with the transfer station and presented video footage of the affected sanitary sewer mains.

President Dixon called an executive session at 6:06 p.m. per 42.30.110.(1)(i) stating the executive session would last fifteen minutes. All three Commissioners, the General Manager, Director of Operations and Maintenance, Engineering Manager, Finance Manager, Executive Assistant/HR Administrator, and Attorney Chambers were present in the executive session. At 6:21 p.m. the executive session ended, and the open public meeting resumed; no action was taken.

OTHER BUSINESS

None.

REPORTS

General Manager Report

General Manager Barnes reported on the following:

- 2023 Legislative updates from WUUC and WASWD
- Mukilteo Speedway property appraisal update

Department Reports

Engineering Manager Swisstack reported on the following:

- 2023 WSI project out to bid - 2/7 bid opening date
- 2023 CIPP project out to bid – 2/15 bid opening date

Finance Manager Erickson had no report.

Executive Assistant/HR Manager Hovis reported on the following:

- Communications training update
- Updating the Mission and Values statement
- GIS & Asset Management Coordinator position interviews have been scheduled

Director of Operations and Maintenance Matthews reported both Operations and the WWTF are operating well.

Legal

Attorney Chambers reported there is a bill this legislative session requiring that interest be paid on lawsuits.

Commissioners

No report.

ADJOURN

There being no further business, the meeting was adjourned at 6:33 p.m.



Commissioner Clarke



Commissioner Dixon



Commissioner Johnson