

**LIBERTY LAKE SEWER AND WATER DISTRICT  
BOARD OF COMMISSIONERS MEETING**

**May 8, 2017**

**4:00 P.M.**

**Liberty Lake Sewer and Water District  
22510 E. Mission Ave.  
Liberty Lake, WA 99019**

**MINUTES**

President Tom Agnew opened the regular meeting of the Liberty Lake Sewer and Water District Board of Commissioners at 4:00 p.m., Monday May 8, 2017. Present were Commissioner Kottayam Natarajan Jr. and Commissioner Steve Skipworth. Also present were General Manager BiJay Adams, Engineer Dennis Fuller, and Attorney Stan Schultz. In the audience were City of Liberty Lake Administrator Katy Allan, City of Liberty Lake council member Dan Dunne, staff member Julie Garrett and resident Tom Brattebo.

Four changes were made to the Agenda. The resolution number was removed from the Employee Handbook revisions action item, ACH payment number 7 was added for approval, corrected the payroll dollar amount, and removed Resolution 11-17 Interlocal Equipment Purchase and Sale Agreement with the City of Airway Heights from the action items. It was moved, seconded and unanimously approved the amended April 10, 2017 Agenda.

It was moved, seconded and unanimously approved the minutes of the April 10, 2017 Board of Commissioners regular meeting.

It was moved, seconded and unanimously approved the minutes of the April 26, 2017 Board of Commissioners special meeting

It was moved, seconded and unanimously approved ACH Payments 1-3 & 7 in the amount of \$10,450.73, the payroll for the month of April in the amount of \$95,916.66, Approval of Accounts Payable 10033-10038 in the amount of \$866,644.54.

After clarification from staff it was moved, seconded and unanimously approved Receipts C0001 – C0048 in the amount of \$35,428.04.

**Public Comments:**

City of Liberty Lake Council Member Dan Dunne commented on the following: Access restriction on the City of Liberty Lake's "Liberty Lake Uplands" property, signage along the Liberty Lake Uplands property boundary, and excited about the District's new on line bill pay.

Resident Tom Brattebo commented that he could not access the District's new on line bill pay system.

City of Liberty Lake Administrator Katy Allan commented on the following: electric car charging station at Town Square Park, Liberty Lake Drive construction, message board, community center ballot, and next council meeting.

Manager Report:

District General Manager BiJay Adams reported on the following: District's 44<sup>th</sup> birthday, Caselle billing software implementation, Mission Well upgrade, Kalwall translucent panels, PNWS-AWWA conference, Kids in the Creek, and Boulder Park biosolids tour June 7.

Engineer Report:

Engineer Dennis Fuller Reported on the following: 1105 S Mackenzie Beach stormwater review, WRF Phase 2 upgrade report, NPDES permit, and ESSLIC consolidation.

Attorney Report

No report

Action Items:

It was moved and seconded to elect Commissioner Natarajan as board President and Commissioner Skipworth as Secretary.

It was moved, seconded and unanimously approved Employee Handbook revisions contingent upon legal counsel's review.

It was moved, seconded and unanimously approved Resolution 09-17 – Amendment to Resolution 06-98 - Equivalent User Schedule Amendment Irrigation (size of meter and ERUs)

It was moved, seconded and unanimously approved Resolution 10-17 – Amendment to Schedule of Rates and Charges

It was moved, seconded and unanimously approved ECOP 10 Membrane Reject Wetwell Coating

It was moved, seconded and unanimously approved additional contract amount for TetraTech Liberty Lake Data Evaluation and Assessment

It was moved, seconded and unanimously approved TetraTech Scope of Work for Algae Control Plan contingent upon receipt of the Washington State Department of Ecology Freshwater Algae Control Program grant funds.

At 5:54 p.m. the board convened into Executive Session pursuant to RCW 42.30.110 (1) (g).

At 6:18 the board re-convened into regular meeting.

The board discussed with General Manager BiJay Adams his annual performance evaluation.

Commissioner Comments:

None.

The next regularly scheduled Board meeting is Monday June 12, 2017.

President Agnew closed the regular meeting at 6:44 p.m.

Liberty Lake Sewer and Water District

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Kottayam V. Natarajan Jr., President

SEAL

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Steve Skipworth, Secretary

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Tom Agnew, Commissioner

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BiJay Adams, General Manager