



LIBERTY LAKE

SEWER & WATER DISTRICT 1

"Serving People and the Environment."

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BOARD OF COMMISSIONERS REGULAR MEETING

February 8, 2021

4:00 P.M.

Via Web/Conference Call

Liberty Lake Sewer and Water District

22510 E. Mission Ave.

Liberty Lake, WA 99019

MINUTES

General Manager BiJay Adams opened the web and conference call at 3:45 p.m. and took roll of on-call participants. President Kottayam V. Natarajan Jr. opened the regular meeting via web conference of the Liberty Lake Sewer and Water District Board of Commissioners at 4:01 p.m., Monday February 8, 2021. Present on the conference were Commissioners Tom Agnew and Bill Genoway. Also present on the conference were General Manager BiJay Adams, Engineer Dennis Fuller, Attorneys Laura McAloon and Kendel Froese, McAloon Law, Katy Allen, City of Liberty Lake, LLSWD Finance Manager Julie Garrett, LLSWD Environmental Manager Jeremy Jenkins and resident Tom Brattebo.

Three changes were made to the February 8, 2021 Regular Meeting Agenda. Resolution 04-21 Adopting Electronic Signature Policy and Approval of Century West Work Order 2021-02 were added to Action Items and Executive Session RCW42.30.110(1)(iii) was amended to RCW 42.30.110(1)(i)(iii) .

It was moved, seconded and unanimously approved the amended February 8, 2021 Regular Meeting Agenda.

It was moved, seconded and unanimously approved the January 11, 2020 Regular Meeting Minutes.

Approval of Certifications:

It was moved, seconded and unanimously approved Certifications for ACH Payments, Accounts Payable, payroll for the month of January, and Fund Transfers and Investments.

Review of Receipts:

Cash Receipts were reviewed and certified.

Review of Liens/Discharge of Liens:

No Liens or Discharge of Liens to review.

Public Comments:

Resident Tom Brattebo noted he was in attendance to hear the action item on the property purchase between the City of Liberty Lake and Liberty Lake Sewer and Water District.

City of Liberty Lake Report:

City of Liberty Lake Administrator Katy Allen reported on the following: Update on Harvard, Kramer and Appleway road projects and City Council vacancy an appointment.

Manager Report:

District General Manager Bijay Adams reported on the following: Hawkstone Lift station, Valleyway well, Greenridge well, sewer collections operator position, Water Reclamation Facility operator position, staff compensation and benefits survey, and video tutorial on transfers worksheet from Finance Manager Julie Garrett.

Engineer Report:

Engineer Dennis Fuller reported on the following: Stormwater plan review for 1803 S. Liberty Drive, stormwater plan review for 25 N. Blue Skies Lane, Artison District Review, N. Whitman Lane review, Trutina 5th Addition review, Eastside Phase 3 Consolidation, and City of Liberty Lake Kramer Way overpass.

Attorney Report

No Report.

Action Items:

It was moved, seconded and unanimously approved Resolution 03-21 – Purchase and Sale Agreement Between the City of Liberty Lake and Liberty Lake Sewer and Water District

It was moved, seconded and unanimously approved Approval of Second Amendment to Crown Castle Option and Lease Agreement Amendment

It was moved, seconded and unanimously approved Approval of Utility Construction Agreement Work by WSDOT – Utility Cost

It was moved, seconded and unanimously approved Resolution 04-21 Adopting Electronic Signature Policy

It was moved, seconded and unanimously approved Century West Work Order 2021-02

At 5:18 p.m. the board convened into Executive Session pursuant to RCW 42.30.110 (1)(i)(iii), RCW 42.30.110 (1)(i), and RCW 42.30.110 (1)(g) for a duration of 20 minutes.

Announcement for extension of 20 minutes was made at 5:38.

Announcement for extension of 10 minutes was made at 5:58.

At 6:08 p.m. the board re-convened into open meeting.

Commissioner Comments:

President Natarajan commented positively on the performance of the General Manager and mentioned that the District should survey the lake for bags of leaves that the homeowners have not picked up.

Commissioner Agnew also commented positively on the performance of the General Manager.

Commissioner Genoway further commented positively on the performance of the General Manager and mentioned tour of Valleywell well when the operators were pulling the pump and motor.

The next regular Board of Commissioners meeting is scheduled for Monday March 8, 2021.

President Natarajan closed the regular meeting at 6:17 p.m.

LIBERTY LAKE SEWER & WATER DISTRICT NO.
1, Spokane County, Washington

(S E A L)

Kottayam V. Natarajan Jr., President
Board of Commissioners

Bill Genoway, Commissioner
Board of Commissioners

ATTEST:

Tom Agnew, Secretary,
Board of Commissioners