



# Southwest Suburban Sewer District Commissioner's Meeting

*Dedicated to preserve the purity of your environment.*

## **Commissioners:**

Dick Swaab – President  
Susan Genzale – Vice President  
Scott Hilsen – Secretary

## **General Manager:**

Bill Stephani

## **Consulting Attorney:**

Eric C. Frimodt

## **Consulting Engineers:**

Cameron Ochiltree  
Ken Nilsen

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**January 6<sup>th</sup>, 2026**

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### **1. Call to Order:**

Commissioner Swaab called the meeting to order at 10:00 a.m.

### **2. Oath of Office for Commissioner Dick Swaab**

Consulting Attorney Eric Frimodt administered the Oath of Office to Commissioner Dick Swaab.

### **3. Also in Attendance:**

Shelly Swaab

Kitty Carter – Project Coordinator, SWSSD

Tim Berge – Regulatory and Compliance, SWSSD

### **4. Changes or Additions to the Agenda:**

None

### **5. Written Communications:**

None

### **6. Public Comment:**

None

### **7. Consent Agenda:**

- Approval of the Minutes for December 16<sup>th</sup>, 2025, Board meeting.
- Approval and Signing of the Accounts Payable Vouchers & Payroll.
- Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on listings that have been made available to the Board. Vouchers are included in the attached lists, and further described as follows:

- Maintenance voucher numbers 26.0001 through 26.0046 in the total amount of \$262,479.17
- Construction voucher number 26.0001 through 26.0002 in the total amount of \$548,530.08.

A motion to approve the consent agenda was made by Commissioner Hilsen, seconded by Commissioner Genzale, and unanimously approved.

**8. Business Agenda:**

Stephani requested Board approval of Pay Application#11 from McClure and Sons, Inc. in the amount of \$606,494.43 for the Miller Creek Plant Electrical Upgrade. After a brief discussion, the Board M/S/P unanimously approving the request.

Stephani requested Board approval of Change Order #1 for the Miller Creek Upgrade in the amount of \$47,999.00. After a brief discussion, the Board M/S/P unanimously approving the request.

**9. Management Team Comments or Reports:**

Tim Berge updated the Board on the treatment plant bypasses in 2025.

Stephani informed the Board that King County, and the City of Normandy Park will be sponsoring weekends where volunteers will participate in clean-up of the Walker Preserve. He will update the Board as the dates are finalized.

Repairs have been completed on the damaged mainline located at 12225 Shorewood Drive SW. Stephani stated the 2026 Commissioner Workshop will be held in Lynnwood on January 31<sup>st</sup>. He can assist with registration if necessary.

All District facilities will be closed on Monday, January 19<sup>th</sup> in recognition of the Martin Luther King Jr. holiday.

**10. Attorney's Comments and Reports:**

Attorney Frimodt provided some follow up comments to the Board relating to the recent bypass events at the Salmon Creek Treatment Plant reported by Tim Berge. Frimodt informed the Board that any new Wastewater Treatment Agreement with SPU will include provisions to address bypass events which may occur due to I&I in SPU's facilities. A general discussion ensued.

**11. Commissioner's Comments or Reports:**

Commissioner Genzale wished everyone a Happy New Year.

**12. Executive Session:**

At 10:45 a.m. President Swaab announced that the Board would be moving into Executive Session. Attorney Frimodt announced the purpose of the Executive Session was to discuss the performance of a public employee pursuant to RCW 42.30.110(1)(g). Frimodt stated the executive session would end at 11:00 a.m. All three Board members, Attorney Frimodt and General Manager Stephani participated in the discussion. The Executive Session ended at 11:00 a.m. and no action was taken by the Board.

**13. Set the next Public Meeting, Dates and Times:**

February 3<sup>rd</sup>, 2026 @ 10:00 a.m.  
February 17<sup>th</sup>, 2026 @ 10:00 a.m.  
March 3<sup>rd</sup>, 2026 @ 10:00 a.m.  
March 17<sup>th</sup>, 2026 @ 10:00 a.m.

Commissioners Workshop

January 31<sup>st</sup>, 2026, Lynnwood, WA

**14. Adjournment:**

The meeting ended at 11:02 a.m.

**Attest:**

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**Dick Swaab**

Approve

President and Commissioner

Oppose

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**Suzy Genzale**

\_\_\_ Approve

Vice-President and Commissioner

\_\_\_ Oppose

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**Scott Hilsen**

\_\_\_ Approve

Secretary and Commissioner

\_\_\_ Oppose