

SKAGIT COUNTY SEWER DISTRICT # 2  
BOARD OF COMMISSIONERS' MEETING  
November 19, 2024, Hybrid Meeting

**CALL TO ORDER**

Chair Mark Pearson called the regular meeting of the Board of Commissioners of Skagit County Sewer District No. 2 (SCSD2) to order at 4:00 pm. Commissioners Chris Anderson and Colby Grobschmit were present. Along with Kevin Wynn, Patty Childers, and DeAnna Wynn of Water & Wastewater Services (WWS), Roger Kuykendall of Gray and Osborne, and two members of the public, Kendon Light and Virginia Reilly.

**PUBLIC FORUM**

No comments or questions.

**CONSENT AGENDA**

***A motion was made and seconded to approve the Consent Agenda. All were in favor and the motion carried 3-0.***

**DISTRICT MANAGER'S REPORT**

The October Manager's Report was presented.

- Kevin Wynn stated it was a busy month with maintenance issues.

**UNFINISHED BUSINESS**

- Overlook Crest- No update
- Comprehensive Plan- Comprehensive plan has been submitted to SCSD2 for approval by Gray and Osborne. The base cost of the comprehensive plan is \$170,000 and will take approximately one year to complete. Roger Kuykendall of Gray and Osborne stated details are in the packet he provided. Commissioner Anderson asked if Nutrient Grant could be used for the cost of this comprehensive plan. Roger stated possibly the aspects of nutrient removal stated in plan would be covered. DeAnna Wynn of WWS will contact the Dept of Ecology (ECY) grant program and provide them with the comprehensive plan for their review. Commissioners agreed to wait on a motion to go forward with the plan until an answer is given from ECY.
- Nutrient Grant- DeAnna Wynn of WWS stated the first quarter required report has been submitted. As stated, above DeAnna will reach out to ECY about how much the grant will pay for the cost of the comprehensive plan.
- Lift Station 8 Easement- Letter from attorney to customer who built fence in the easement of lift station 8 was held off until further analysis was done. DeAnna will send information to Roger to confirm easement. The survey of the property line from 2019 was found and presented. The attorney will be contacted after all analysis is complete.
- Water & Sewer Risk Management Pool (WSRMP) insurance update
  - Patty Childers of WWS stated WSRMP insurance is almost finalized.
- Foreclosure account 4010490 request to lower balance. Possible payment arrangements was discussed, but email from attorney stated customer wanted the balance possibly lowered.

***A motion was made and seconded to require customer 4010490 to pay their balance in full to release foreclosure. All were in favor and the motion carried 3-0.***

**NEW BUSINESS**

- SecurComputing Quote- Commissioners agreed and approved the upgrade in network monitoring to include both computers and the server at SCSD2.
- Resolution 468-Auditing Officer for 2025

***A motion was made and seconded to approve Resolution 468 to appoint Skagit County Auditor as SCSD2's Auditing Officer for 2025. All were in favor and the motion carried 3-0.***

- Request for Addendum to Contract for Additional Hours- To add four hours per week to Water and Wastewater Services contract with SCSD2.

***A motion was made and seconded to approve the Addendum to Contract for Additional Hours. All were in favor and the motion carried 3-0.***

- WA State SAO Audit- 2021, 2022, and 2023 audit is underway. Information has been submitted to state for audit. Chair Pearson signed state audit paperwork.
- 2025 Budget- Commissioner Anderson proposed to amend budget by adding \$200,000 to the Capital Expenditures to include the Comprehensive Plan.

***A motion was made and seconded to approve the amended budget. All were in favor and the motion carried 3-0.***

- Town of La Conner Voucher for \$9,227.16.

***A motion was made and seconded to approve the Town of La Conner voucher for \$9,227.16. All were in favor and the motion carried 3-0.***

- ADU Located at 18335 Eagle Point Lane- An escrow request was presented to SCSD2 for the address of 18335 Eagle Point Lane. DeAnna discovered this is an ADU to 18337 Eagle Point Lane. A connection charge was never paid by the original owner in 2001. It was agreed that the account will not be back billed because the current owner was not the owner at the time the ADU was constructed.

***A motion was made and seconded to charge the 2001 Connection Charge (GFC) and require a camera inspection of the sewer connection to the system. This will be only required if the ADU resolution was approved prior to 2001. All were in favor and the motion carried 3-0.***

- SCSD2 customer took down covered breezeway between house and ADU. Staff notified the SCSD2 office that a customer has taken the breezeway down between the house and the recently constructed ADU. This will be put on next meeting's agenda once the ADU resolution is presented.

Documents will be signed after tonight's meeting.

#### **ADJOURNMENT**

There being no further business Chair Pearson concluded the meeting at 4:53 pm.

APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_

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