

WATER DISTRICT NO. 19
BOARD OF COMMISSIONERS MEETING
Tuesday, November 10, 2009

REGULAR MEETING
6:30 PM

Meeting was called to order at 6:30 pm

A regular meeting of the Board of Commissioners of Water District 19 was held at the District Office. Those in attendance were President **Frank Jackson**, Commissioners **Steve Haworth** and **Richard Bard**, Operations Lead **Armin Wahanik** and Office Administrator **Melody Snyder**. General Manager **Jeff Lakin** was out due to illness. Visitors present were Commissioner-Elect Bob Powell and Kyle Britz.

1. VISITOR BUSINESS

- There was no visitor business

2. BOARD DISCUSSION/ACTION

- 2010 Budget - the Board has reviewed the draft budget distributed at the October meeting by **General Manager Lakin**. **Commissioner Haworth** discussed raising our revenue. **Commissioner Bard** asked for clarification regarding administrative payroll taxes, revenue projections, chlorine generation feasibility, and meter useful life changes. **Commissioner Haworth** presented what-if rate proposals looking at possibly reducing the base charge while steepening consumption rates. **Commissioner Elect Bob Powell** asked if a projection was completed regarding the new rate proposals. Commissioner Haworth raised the possibility of increasing the Construction Fund by the sale of service units when the Beall and Morgan Hill wells come on line next summer. **Commissioner Bard** hopes these additions will be successful, but doesn't want to count on the water before it is proven available.
- Shared Sick Leave Policy – revision to the District Employee Handbook concerning shared sick leave have been reviewed by legal counsel. **Commissioner Bard** made a Motion to approve the addition of the Shared Sick Leave Policy to the Employee Handbook as presented; **Commissioner Haworth** seconded the Motion. Motion passed unanimously. **Commissioner Jackson** wondered if we knew of any of our customers that might be on dialysis and how we might go about to find out. He also asked **Operations Lead Wahanik** if the Funeral Home had followed up installing the required back flow device; they had.
- Conservation – waterless toilet types/rebate amount – **Commissioner Haworth** moved to approve adding the Washington State approved waterless composting toilets to the list of Water Sense's high-efficiency toilets rebate at \$75.00 per toilet. **Commissioner Bard** seconded the Motion. Motion approved unanimously. There had been two clothes washers' rebates issued in October.
- Approval of minutes – Tuesday, October 1^{3th}, 2009 – **Commissioner Bard** made a Motion to approve the minutes as amended; **Commissioner Jackson** seconded the Motion. Motion approved unanimously. Tuesday, October 2^{0th}, 2009 – **Commissioner Haworth** made a Motion to approve the minutes as amended; **Commissioner Bard** seconded the Motion. Motion approved unanimously.

3. OPERATIONS REPORT

- **Operations Lead Wahanik** reported on efforts to explain meter discrepancies at the treatment plant between the filter influent and effluent. He stated that when no filter-to-waste is occurring, there is no discrepancy so the meters seem to be reading correctly. He will continue to investigate. Commissioner Jackson diagramed the situation on the whiteboard. It appears to him that the finish meter is reading about 20% low.

- Waiting for the EPA recommendation for the DBP spikes at **Commissioner Bard's** residence.
- Flow meter removed from Beall Creek. Ellis Creek meter still installed. **Commissioner Haworth** wants to consult with Eric Weber about a Well Four redevelopment schedule and adding Landau Associates in the 2010 budget listed under professional fees.

4. **ADMINISTRATIVE REPORT**

- Beall Well Update – Materials have all arrived at the Beall Well site. Zellerhoff Construction should be ready in a week or two to start breaking ground.
- Financials - One page of the P & L was missing for some unknown reason. A new P & L was printed out for the Board.
- Morgan Hill change application update - Morgan Hill well update – **Commissioner Jackson** wondered if the Vashon Beachcomber had been sufficiently notified about the Morgan Hill well process. The consensus was that yes they had been notified; it's basically the decision of the editor to decide if they want to publish an article in the paper. **Commissioner Jackson** would have liked to have had more assurance that the public had been informed.
- Comprehensive Plan – ordinance 2009-0588 – still waiting to hear when the King County Council will be able to review.
- Change Consideration (per **Commissioner Bard** request) – Pie and Martenelli's for **Commissioner Jackson**. Everyone had been under the impression that this would be **Commissioner Jackson's** last meeting based on prior elected officials swearing in dates but because **Commissioner Jackson** was elected to his position in 2004 and not taking over a prior appointed Board seat; his term ends December 31, 2009. **Commissioner Elect Bob Powell** will take office on January 1, 2010.
- Audit update – **Office Administrator Snyder** updated the Board on how the audit is coming along. The auditor has requested an exit review with the Board tentatively to be scheduled for November 24th at 2:00 pm. They have made some requests of the auditor for information.
- Next Budget Meeting – The Board have decided to set another budget meeting for November 19th, 2009 at 10:00 am at the district office. **Office Administrator Snyder** to notify the Vashon Beachcomber of the special meeting.

5. **APPROVE VOUCHERS**

6. **SIGN APPROVED MINUTES IN BOOK**

7. **SIGN RESOLUTIONS**

ADJOURNED @ 9:50