

**WATER DISTRICT 19**  
**BOARD OF COMMISSIONERS MEETING**  
**Tuesday, January 9, 2018**

**REGULAR MEETING**  
**4:00 PM**

Meeting came to order at 4:03 pm

A regular meeting of the Board of Commissioners was held in the District Board Room. Those in attendance were Commissioners **Bob Powell**, **Jenny Bell** and newly elected to the Board, **Seth Zuckerman**. District staff members in attendance were General Manager Jim McRae, Operations Lead **Jamie Hatton**, Operations Technician **Keith Kassik** and Office Administrator **Melody Snyder**. Visitors present was Sarah Kassik and Frank Jackson.

- **VISITOR BUSINESS**

- Strata Architects – re: CWA McConnell – Review of the revised request for a Certificate of Water Availability. The Board reviewed the information and held off making a decision until later in the meeting.

- **BOARD – ACTION REQUIRED**

- Administer oath of office to new board member Seth Zuckerman. Office Administrator Melody Snyder administered the oath of office to Seth Zuckerman. Congratulations to **Commissioner Zuckerman!**
- Election of Officers. **Commissioner Bell** made a Motion to nominate **Commissioner Powell** as President. **Commissioner Bell** seconded. Motion passed unanimously. **Commissioner Powell** made a Motion to nominate **Commissioner Zuckerman** as Secretary; **Commissioner Bell** seconded. Motion passed unanimously.
- Approval of minutes – Tuesday November 14, 2017, Commissioner Powell made a Motion to approve the minutes as amended; Commissioner Bell seconded. Motion passed unanimously. Tuesday December 12<sup>th</sup>, 2017 – review needed of minutes – not approved.
- Operations Staffing – Technician 2 hiring status and work with WA Dept. of Health, and discussion on overall staffing – **General Manager McRae** reported that we have two possible candidates. One individual is from Texas, one on Vashon, The individual on Vashon has a level Grade 4 Wastewater certification. General Manager McRae made a strong pitch to the DOH but they are dragging their feet. Main plan is to get out of violation, asking to bi-lateral agreement with the state to allow us to get in compliance. Issues with keeping in compliance with DOH – contract with the state. GO forward to start looking for a trainee.
- CWA – McConnell (Second Round Revised Project) - **Commissioner Powell** made a Motion to approve the CWA for the Pizzeria/Coffee/Office remodel and construction with the **attached statement** included in the packet; **Commissioner Zuckerman** seconded the Motion. Approved unanimously.

*“The Board feel the estimation of customer traffic & overall usage based on similar customers in the District is low for this kind of business. The Board welcomes the possibility that usage will be as estimated and agreed to between engineers, architect and applicant as presented to the Board. We strongly encourage all viable water conservation methods to be engaged to reach your estimates. The Board advises that conservation pricing incentives are expected to be implemented shortly. Water usage in exceedance of agreed numbers will be subject to a higher tier of charges.”*

- **BOARD – DISCUSSION/TABLE/MORE INFORMATION NEEDED**
  - Comprehensive Plan – schedule & status, plus direction from board – **General Manager McRae** reported that it's possible that the plan could continue onto the end of year. Chapter one done, two is pretty close to being complete and chapter three there is some discrepancy. The big issue is the idea of perfecting water rights. The district is producing about 1/3 of what we are permitted. Warren Perkins from G & O communicated about needing something in the plan that we are searching for new water. The main water right well field is shared with Morgan Hill. The district is pumping low, need to set a regular maintenance by bailing and surging the wells. Moving closer to perfecting the water right and creating some type of buffer. Beall Well still not in use due to high arsenic, ammonia and manganese levels.
  - Water Shares Potential issuance of water units to the waiting list – The Board voted to table discussion on releasing any units for the next 3 months.
  - King County Franchise Ordinance – Cost Recovery – There has been no initial costs that the district has received to figure out what additional costs there might be. **Commissioner Powell** did some calculations and figures it could be an additional \$1.00 - \$5.00 increase per customer.
  - Katy Isaksen will be here for our next regular board meeting to begin her presentation our rate structure.
  
- **OPERATIONS REPORT**
  - Water Treatment Plant Filter 2 Rehab – **Operations Lead Hatton** reported that the progress has been going well. Purcell painting is continuing with their sand blasting before the final coat of paint.
  - WA Dept. of Health Sanitary Survey – **Commissioner Powell** represented the Board at the meeting. Staff members present were **General Manager McRae**, **Operations Lead Hatton** and **Operations Tech Kassik**. Department of Health representatives were Brietta Carter and Jolyn Leslie. The purpose of the sanitary survey is to inspect facilities, to review operations and maintenance programs, and to reinforce long-term relationships.
  - Project List & Discussion on prioritization – **General Manager McRae** spoke to the Board about the concerns he has with the leakage and age of our pipes. He would like to start with the piping. Also try to prioritize the number of clients that are connected to our mains. Work on source development and wanted to know what the board's take on that. Water conservation - working on creating incentives. Treatment Plant - drain and look inside. Air scouring system not running.
  
- **ADMINISTRATION REPORT**
  - Financial Update through December 2017 was provided
  - Discussion on 2018 Budget (schedule & format) – **General Manager McRae** created a different format for the budget and asked the Board for approval. All in favor of the change.
  - **Commissioner Zuckerman** brought up about changing the board meeting time. No changes at this time. More discussion at the district's next meeting.
  - **General Manager McRae** asked if he could make a formal announcement to the local papers about his new position at the district. The Board gave their approval.
  - Frank Jackson spoke to the Board about CSA (Vashon's Community Service Area Plan) and the meeting scheduled for February 2<sup>nd</sup>, 2018 at the King County Courthouse. He's wondering if the District wants to add any information to the

hearing. He feels that The King County Council is more interested raising revenue, than in what is in the best interest for Vashon. He has been in communication with Vashon resident Lois Schwennesen who is part of the community planning committee and will suggest she give the district a call about whether or not the district could give some input into the County's methodology in their suggested number of affordable housing units. The Board offered to ask the District's attorney to spend an hour or two in conversation with the CSA's attorney about the Special District Overlay plan before offering any input.

- **AGENDA PLAN ITEMS**
- **SIGN APPROVED MINUTES IN BOOK**
- **SIGN VOUCHERS**

**MEETING CONCLUDED @ 7:40 PM**