

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, July 10, 2018

REGULAR MEETING 4:00 PM

Board President **Bob Powell** called the regular meeting of the Water District 19 Board of Commissioners to order at 4:00 PM. Commissioners **Jenny Bell** and **Seth Zuckerman** were also present. District staff members in attendance were General Manager **Jim McRae**, Operations Lead **Jamie Hatton**, Operations Assistant **Dominic Jovanovich** and Office Administrator **Melody Snyder**. Visitor present was Charles Krimmert, Chief of Vashon Fire and Rescue

AGENDA:

• **VISITOR BUSINESS**

- Charles Krimmert, Chief of Vashon Fire and Rescue came to the district to talk about the Interlocal Agreement for Emergency Medical and Fire Protection Services with the district. This is a first drafting, modifications can be done. The nature of the RCW is to create a contractual agreement for fire protection to tax exempt entities such as Water District 19. **General Manager McRae** sees this as a win-win situation by working together in educating fire department personnel on the opening/closing of hydrants, monitoring the water being used by the filling of tanker trucks etc. Questions raised by **Commissioner Bell** included the possibility to only use certain hydrants in the district for training and to capture the excess water being used? Fire Chief Krimmert thought it possible but will do more research. **Operations Lead Hatton** expressed her concern about the higher than normal amount of water leakage the district has encountered and attributed a portion of it to un-metered water used by the Fire Department. Fire Chief Krimmert will do what he can to assist in training his staff on accounting for the water being pumped. **Commissioner Powell** requested that **General Manger McRae** follow up with Fire Chief Krimmert to start the procedural process.

• **BOARD – ACTION REQUIRED**

- *Additional information required for tonight's topics*
- Approval of minutes – Tuesday May 8th – **Commissioner Powell** made a Motion to approve the minutes as amended; **Commissioner Zuckerman** seconded. Motion passed unanimously.
- Approval of minutes – Special Meeting Wednesday June 6th - **Commissioner Bell** made a Motion to approve the minutes as submitted; **Commissioner Zuckerman** seconded. Motion passed unanimously.
- Approval of minutes – June 12th – **Commissioner Powell** made a Motion to approve the minutes as amended; **Commissioner Bell** seconded. Motion passed unanimously.
- Main not abutting property – **General Manager McRae** brought up the subject about the district's main abutment policy; whether a homeowner could acquire an easement to their property, as opposed to requiring a main extension. The Board agreed that if a homeowner is able to acquire an easement to their property the requirements to pay for a developer extension are an undue burden on the homeowner. The Board requested that **General Manager McRae** work on a draft resolution for the policy revision.
- Paradise Valley Satellite Management Agency (SMA) request – Shirley Rogers representing Paradise Valley Water has requested the district provide Satellite Management to operate her class B water system which is outside of the district's boundaries. The Board made no decisions at this time and

requested General Manager McRae work with the Department of Health to express the district's concerns about managing a small water system that is outside the district's boundaries.

• **BOARD – DISCUSSION/TABLE/MORE INFORMATION**

- John Spencer letter regarding Beall Water Rights – **General Manager McRae** reported that District Counsel Loren Dunn is corresponding to Mr. Spencer's letter. **Commissioner Powell** thought it best to wait for more information from Loren before discussing further.
- June 7th Community Service Area Town Hall meeting – **General Manager McRae** went to the town meeting and reported to the Board on the public comments heard about the District and Vashon Household.
- Capital Improvement Plan (CIP) Review for Water System Plan – Beall Well System – Discussion occurred about the \$800,000 estimated costs that are currently in the CIP to treat the arsenic in the Beall Well. This topic will also be discussed at the special meeting set for Tuesday July 17th with Katy Isaksen.
- VIFR Agreement – discussed earlier
- Water Shares – waiting list discussion – The Board decided to hold off until the well rehabilitation projects have occurred. Board will wait until September before putting it back on agenda.
- Annual \$40.00 Admin fee for the Waiting List – The Board agreed to give the waiting list applicants a one year reprieve.

• **OPERATIONS REPORT**

- Summer – **Operations Lead Jamie Hatton** reported that production through June was 13 million gallons of water. Peak day was 592,000 gallons utilizing three of the wells and both creeks. The Water Treatment Plant (WTP) is fully operational again after completion of the rebuild to Filter #2.
- Monthly Operations Report was summarized by Operations Lead Hatton
- WTP – Filter 2 Maintenance is Complete – hard costs for the Filter #2 maintenance are expected to be at least \$61,000.00. Will be reimbursing the Maintenance Fund from the Depreciation Fund. Since the rebuild, the rinse process on the clarifier is working well and media loss is minimal.

• **ADMINISTRATION REPORT -**

- Financial Update through June 2018 – **General Manager McRae** looked at the financial trends over the last eight years as a starting point for developing the 2019 operating budget. The District is working to improve the Scada system by adding “real time” monitoring of each well's source capacity; a way to better understand both aquifer recovery and well production capabilities. Well 2 is currently shut down and will only be used as a standby while Wells 1 & 4 are in operation. The Morgan Hill well is also available if needed.
- Staffing – Introduced Dominic Jovanovich. He has been working part time at the District and continuing to work part-time with Vashon Forest Stewards. The extra assistance has allowed the District the ability to get to work that they haven't been able to take on due to being short-staffed. In addition to adding resources, the addition should help reduce overtime. Staff has been working with him to provide him with all around training. **Operations Technician Bradley Davidson** will start doing rounds this weekend and will test for his WTPO II certification in October. He is currently working in the treatment plant, probably be a year before he will be able to be fully trained on its operation. General Manager McRae has also been working on his training and took an extensive course in water distribution at the end of June to help analyze analysis the District's distribution system.
- KC Community Meeting June 7th – General Manager attended the meeting and reported to the board on the County's community programs, most of which were not water-related.

• **ADDITIONAL INFORMATION NEEDED**

- General Manager Performance feedback – **Commissioner Powell** will revisit the board’s expectations of the General Manager. He realizes that General Manager McRae is spending more than 40 hours a week working on different issues. The board has some homework to do prior to formalizing a process. **Commissioner Zuckerman** offered assistance in the evaluation, as was the idea of requesting input from staff.
- The board have decided to revisit Capital Improvement Plan (CIP) prior to completing Water System Plant (WSP). The CIP will provide a capital spending plan for system improvements, including the replacement of aging infrastructure.
- Revisit two meetings per month needs - The Board will revisit this topic at another meeting
- Compensation analysis – General Manager McRae is continuing to work on the analysis to develop a presentation for the Board
- **Commissioner Powell** announced that he will be absent for the regular September 11th, 2018 Board Meeting and asked to re-schedule for another date. The Board settle on Thursday, September 20th, 2018 at 5:30 PM. **Commissioner Bell** will also be absent for the regular August 14th, 2018 meeting and asked to re-schedule for Thursday, August 16th, 2018 at 5:30 PM. Meeting dates and times were approved.

• **SIGN APPROVED MINUTES IN BOOK**

• **SIGN VOUCHERS**

Commissioner Powell moved to conclude the meeting at 6:45 PM. **Commissioner Bell** seconded.