

**WATER DISTRICT #19**  
**BOARD OF COMMISSIONERS MEETING**  
**Tuesday, September 11, 2012**

**REGULAR MEETING**  
**4:30 PM**

**Meeting came to order at 4:31 PM**

A Regular Meeting of the Board of Commissioners of Water District 19 was held at the District Office. Those in attendance were President **Steve Haworth**, Commissioners **Richard Bard** and **Bob Powell**, General Manager **Jeff Lakin** and Office Administrator **Melody Snyder**.

**1. VISITOR BUSINESS**

- N/A

**2. BOARD DISCUSSION/ACTION**

- Master Resolution Leak adjustment policy language –The new leak adjustment policy drafted by **General Manager Lakin** was reviewed. **Commissioner Bard** made a Motion to incorporate the policy into the Master Resolution as written; **Commissioner Haworth** seconded the Motion. Motion passed unanimously.
- Master Resolution Local Facilities Charge language – finalize – **The Board** amended the wording for the Local Facilities Charge policy draft. **Commissioner Haworth** then made a Motion to accept the Local Facilities Charge policy as amended; **Commissioner Powell** seconded the Motion. Motion passed unanimously.
- Counsel review of Master Resolution – **General Manager Lakin** reported that Board Counsel Loren Dunn is anticipating completing his review of the Master Resolution soon and attend the October 9<sup>th</sup>, 2012 meeting in person or by telephone.
- Consideration of release of 15 additional water units – **Commissioner Powell** made a Motion to release an additional 15 water units as planned; **Commissioner Haworth** seconded the Motion. Motion passed unanimously.
- Employee handbook draft revision – **Commissioner Haworth** made a Motion to rescind Resolution #993, and incorporate a revised version of that policy Resolution into the Employee Handbook; **Commissioner Bard** seconded the Motion. Motion passed unanimously.
- Dental Plan – alternate plan consideration – received notice of renewal from the current dental plan provider which stated rates will increase 9.5%. **General Manager Lakin** has asked the Board to consider a self managed dental program similar to the one the plan is using. **Commissioner Haworth** has requested a review of the past 5 years worth of claims before making any decision.
- 2013 Budget – **General Manager Lakin** requested input from the Board regarding the 2013 budget. 2012 Budgeted Capital projects were reviewed; highlights included the Booster pumps, the purchasing of the Vashon Meadows well and meeting with the Vashon School District about the proposed joint venture project.
- Cline Water System (2 - connection B system) – Satellite Management - Cline Water System Engineer R. Wilson Olson made a request to the district to manage their water system. **Commissioner Haworth** made a Motion to decline the offer at this time; **Commissioner Bard** seconded the Motion. Motion passed unanimously.
- Vashon Village settlement agreement terms review – Possible change in ownership of the property. The Board requested prudence in ensuring adherence to the terms of the agreement through the ownership transition.

- Approval of minutes – Tuesday, August 14, 2012 – **Commissioner Bard** made a Motion to approve the meeting minutes as amended; **Commissioner Powell** seconded the Motion. Motion passed unanimously.

### 3. OPERATIONS REPORT

- Beall Well operations – withdrawal rates were discussed. In addition, drawdowns and current withdrawal rates were discussed for the wellfield.

### 4. ADMINISTRATIVE REPORT

- Automated meter reading system – Most of the bugs have been worked out, learning curve still in progress.
- Ridge Road main replacement – as built drawings – waiting for them from Legend development.
- Quiet title action for Beall Creek watershed parcel 322303UNKN – **General Manager Lakin** will be going to the King County Court House in Seattle to search microfiche and microfilm records.
- Mitchell Construction – rehabilitation within the office much more extensive than originally expected due to water damage/mold issues. **General Manager Lakin** approved the change order.
- Review of Conservation budget for 2013- **Commissioner Haworth** suggested that the district consider alternative conservation rebates for 2013.
- **Commissioner Powell** requested a reminder on the scope of work for the Beall and Ellis creek pump stations repair from the March 2012 meeting. **General Manager Lakin** will provide to Board.

### 5. SIGN APPROVED MINUTES IN BOOK

### 6. SIGN VOUCHERS

**Commissioner Haworth** made a Motion to conclude the meeting at 6:35 PM; **Commissioner Powell** seconded the Motion. Motion passed unanimously.