

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

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

A regular meeting of the Board of Commissioners of Water District 19 was held at the District Office. Those in attendance were President **Steve Haworth**, Commissioners **Richard Bard** and **Bob Powell**, General Manager **Jeff Lakin**, Operations Lead **Armin Wahanik** and Office Administrator **Melody Snyder**. Visitor present was Michael Masi

**Meeting came to order at 4:30 PM**

**1. VISITOR BUSINESS**

- There was no visitor business

**2. BOARD DISCUSSION/ACTION**

- School District Joint Well Project Update – **Commissioner Haworth** reported that after meeting with Tom Dargel, Business Manager for the Vashon School District, the School Board has indicated that they do not have funds available to move forward with the project. **The Board** requested General Manager Lakin pursue a permanent easement with the school district for a future well.
- President Haworth Executive Summary Draft for public notification on the Master Resolution – was submitted to the rest of the Board for review.
- Master Resolution – Final revisions for the District’s Developer Standards are forthcoming this week from RH2. A clarification of the verbiage of who qualifies as a “developer” was suggested.
- Capacity Analysis – **The Board** reviewed the new data and analysis. **Commissioner Haworth** made a Motion authorizing **General Manager Lakin** to release 15 new water units in January 2013; **Commissioner Powell** seconded the Motion. Motion passed unanimously.

**REGULAR MEETING CONCLUDED AT 6:00 PM** at which time **the Board** entered into Executive Session to discuss an employee’s performance under the provisions of RCW 42.30.110(1)(g).

**EXECUTIVE SESSION:** An Executive Session was entered into at 6:02 PM.

**RETURN TO REGULAR MEETING:** **the Board** came out of the Executive Session at 6:06 PM. No action was taken in Executive Session.

**Commissioner Bard** made a Motion to approve the separation agreement between Water District 19 and Mark Eric Tuel; **Commissioner Haworth** seconded the Motion. Motion passed unanimously.

- Employee cell phone policy revision – **Commissioner Powell** made a Motion to amend the employee handbook as proposed for the new cell phone policy; **Commissioner Bard** seconded the Motion. Motion passed unanimously.
- Dental Plan Resolution - **Commissioner Haworth** made a Motion to approve Resolution No. 1149 authorizing the district to change from a contracted dental insurance plan to a self-insured dental plan based on the approved 2013 budget; **Commissioner Bard** seconded the Motion. Motion passed unanimously.

- Funds Transfer Resolution – **Commissioner Bard** made a Motion to approve Resolution No. 1150 authorizing the transfer of \$100,000.00 from the Maintenance Fund to the Depreciation Fund to support infrastructure replacements in 2013; **Commissioner Powell** seconded the Motion. Motion passed unanimously.
- Commissioners Workshop – Set for January 2013. At this time, no Board members have elected to attend.
- Approval of minutes – Tuesday, November 13, 2012 – **Commissioner Haworth** made a Motion to approve the minutes as submitted; **Commissioner Bard** seconded the Motion. Motion passed unanimously.

### 3. OPERATIONS REPORT

- Operations during heavy rains precludes the use of the treatment plant. No damage to any district properties to-date.
- Well Drawdowns – operating parameters and maximum drawdown depth experienced were discussed.

### 4. ADMINISTRATIVE REPORT

- DOE Change Application update – **General Manager Lakin** – DOE has recommended the District recombine the A & B portions of the water right, then reattach Morgan Hill and add the proposed school well as a new point of withdrawal.
- Water unit acceptance/payments update – Melody. Working through the waiting list to liquidate the released water units. Not all have been spoken for to-date.
- PRVs Project – Hydraulic model work by PACE forthcoming. Delivery of first vault expected December 19.
- Cheryl DeLaittre parcel purchase update – She has accepted the District’s offer and the purchase/sell agreement is in process.
- Vashon Meadows update – Per DOE their well is a stand alone water right. The District will make a separate application to have the water right transferred.

### 5. SIGN APPROVED MINUTES IN BOOK

### 6. SIGN RESOLUTIONS

### 7. SIGN VOUCHERS

**Commissioner Haworth** made a Motion to conclude the meeting at 6:50 PM; **Commissioner Bard** seconded the Motion. Motion passed unanimously.