

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, January 13, 2015

REGULAR MEETING
4:00 PM

Meeting came to order at 3:55 PM

A regular meeting of the Board of Commissioners was held in the District Board room. Those in attendance were President **Richard Bard**, Commissioners **Bob Powell** and **Jenny Bell**, General Manager **Jeff Lakin**, Operations Lead **Armin Wahanik** and Office Administrator **Melody Snyder**. Visitors present were Gordon Wilson – FCS Group, Capital Planning/Funding, Jim Gross – GM Vashon Sewer District and Doug Hoffman of D&R Excavating with his laborers in attendance.

1. VISITOR BUSINESS

- Gordon Wilson – Financial Consulting Service Group, Capital Planning/Funding – Mr. Wilson presented information on capital financing options for capital additions and replacements including bonding. At current rates the District should expect to spend about \$40,000.00 per year per \$500,000 borrowed for bonds. The possibility of borrowing money via the Public Works Trust Fund process was also discussed. **Commissioner Powell** felt more discussion and customer input is needed to determine what the best course of action would be. Mr. Wilson recommended that the Board adhere to best engineering practice for infrastructure replacements.
- D&R Excavating and BHC Consulting – Doug Hoffman of D&R Excavating presented a letter to the Board stating their position related to an incident that occurred on a customer's service line on 192nd Street in November 2014 (see attachment to minutes) and owned by the District. D&R Excavating was hired by the Vashon Sewer District to install a sewer line to a private residence on 192nd Street when they severed our customer's service line. Water District 19 forwarded an invoice to Vashon Sewer District per the recommendation of their certified operator Doug Dolstad for the damages. D&R Excavating in turn sent an invoice to the District citing that District personnel had improperly located the water service lines causing the break and the need for extra work by their crew. **Commissioner Bard** suggested more time is needed to consult with District staff and reconvene at the next meeting scheduled for February 10, 2015.

2. BOARD DISCUSSION/ACTION

- Approval of minutes – Tuesday, December 9, 2015 – the minutes were read and approved unanimously.
- Watershed property owners outreach – **Commissioner Bard** is drafting a letter recommending to District customer's living in our watershed area to do their best to protect the watershed from unnecessary contamination which could adversely affect the streams. This was a result of our sanitary survey and the natural care workshop he attended. He will discuss more at our next Board meeting.
- Wellfield drawdowns - **Operations Lead Wahanik** discussed drawdown data and the timing of the redevelopment of Wells 1 & 4. Alternative methods for improving well specific capacity in the short term are being evaluated. **Commissioner Bard** would like to revisit the most recent report from Landau Associates and discuss at the February meeting.
- Capacity Study Draft – **Commissioner Bell** asked about releasing units and how it relates to the moratorium. **Commissioner Bard** requested revising the Executive Summary in the last paragraph to highlight peak day in 2013 instead since it is the basis for the data analysis.

The **Board** also discussed the need to develop a strategic plan based on the analysis addressing capacity development alternatives (conservation vs. drilling), long term sustainability of the wellfield, meeting the Washington Department of Health criteria and ultimately being able to serve everyone on the waiting list.

- Office carpet replacement – **Commissioner Powell** moved to approve the carpet purchase with Vashon Floor Store. **Commissioner Bell** wanted to state for the record that the staff preference was carpet rather than a sustainable, ‘no pile’ option such as cork or bamboo. Motion passed.
- Water main extensions – **Commissioner Powell** recommended the Board revisit the District’s main extension policy. The District has not enforced the policy consistently and a ‘one size fits all’ approach may not be appropriate.
- High users – more analysis is needed after assembling the data in a meaningful form which shows usage per ERU (unit).
- Website revisions proposals – at the request of the Board, staff sent out a request for proposals for website improvements. The **Board** requested developer’s proposals include referrals that list websites they’ve designed. The **Board** will also provide input on desired content.
- Canon Copier – **Commissioner Bell** is still investigating other Copier costs.

3. **OPERATIONS REPORT**

- Well #1 production – **Operations Lead Wahanik** presented production data from individual wells showing a decline in productivity.

4. **ADMINISTRATION REPORT**

- Board communication – postponed
- Online bill pay - postponed

5. **SIGN APPROVED MINUTES IN BOOK**

6. **SIGN RESOLUTIONS**

Meeting concluded at 7:00 PM