

**WATER DISTRICT 19**  
**BOARD OF COMMISSIONERS MEETING**  
**Tuesday, March 10, 2015**

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

**Meeting came to order at 4:00 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 **Jeffrey Lakin**, Operations Lead **Armin Wahanik** and Office Administrator **Melody Snyder**.

**1. VISITOR BUSINESS**

- There were no visitors present

**2. BOARD DISCUSSION/ACTION**

- Approval of minutes – Tuesday, February 10<sup>th</sup>, 2015 – **Commissioner Powell** made a Motion to approve the minutes as amended; **Commissioner Bell** seconded the Motion. Approved.
- Capacity Study – **Commissioner Bard** requested that the demand of 1,058,400 GPD included in the last paragraph of the Executive Summary be changed to 1,034,040 GPD which includes the Well 4 reduction. Next steps, get it in the final format, approved then distributed to the public on the website.
- Consumer Confidence Report – The draft is out for review by the Board. **Operations Lead Wahanik** stated it should be to the printers by next week for distribution to our customers by April. An error was discovered in the acronym for DBP's. Chlorination was discussed as well as high water users. Need feedback by Wednesday 3/18 from the Board.
- D&R Excavating incident on 192<sup>nd</sup> - Jim Gross, General Manager of Vashon Sewer District forwarded a letter to the property owners that hired D&R Excavating to install a sewer line to their house. Mr. Gross informed them that Vashon Sewer District (VSD) is not liable for the damages their contractor created when they hit a Water District 19 service line. In his letter he listed VSD's policy statement on homeowner and outside contractor work and liability. VSD will bill the homeowner for the damages to Water District 19's customer's service line.
- Watershed property owners outreach – **Commissioner Bard** is not ready to submit his proposal to our customers until the redevelopment of the District's website.
- Water main extensions – **General Manager Lakin** shared an example of another district's policy which addresses the issue of water main abutment when connecting. **Commissioner Powell** thought it was clearly written but will continue to work with **General Manager Lakin** before drafting policy and then will add to a future meeting agenda.
- Website revisions – The Board has forwarded website links to staff that contain preferred features. Staff to forward to one local website developer for pricing. **Commissioner Bell** will also make a request with "Vashon All" to determine if there are any other local developers interested in submitting a proposal for this project.
- Canon Copier – **Commissioner Bell** reported that she had nothing to report at this time about the copier and once she receives a response from Pacific Office Automation she will request this subject be put back on the agenda.

**3. OPERATIONS REPORT**

- Started sampling for disinfection byproduct (DBP) precursors in our raw water. First results received from lab today.

In the process of changing chlorination at the treatment plant. Need to replace a flow meter feed pumps.

Running one source and one filter currently.

Voice of Vashon antenna project on the IMG tank complete and in service.

#### 4. **ADMINISTRATION REPORT**

- Ridge Road Phase 5 – There were only two bidders, Iversen & Sons and KimmCo Construction. Iversen and Sons was the lowest bidder. References to be vetted by next week.
- Vashon Meadows HOA Transfer of Assets – agreement signed and complete.
- Sunflower development – contractor visited the office to obtain records and informed staff that construction will restart this year. All water infrastructure is already installed except setting meters in boxes.
- The Lodges development – project is underway.
- Well 1 rehab proposal – Water Recovery Services Inc. provided a proposal to rehab Well 1. Also included was the cost for a new pump. **The Board** requested customer referral data, available guarantees, risk factors and performance projections. **General Manager Lakin** suggested inviting Mr. Barratt to a Board meeting to query him on the mentioned concerns. **Commissioner Powell** also suggested to look into finding some references independent of the company.
- Discussions to be put on next month's agenda were: Comprehensive plan and development of the district's value statement.

#### 5. **SIGN APPROVED MINUTES IN BOOK**

**Meeting concluded at 6:24 PM**