

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, July 8, 2014

REGULAR MEETING
4:00 PM

Meeting came to order at 4:05 PM

A regular meeting of the Board of Commissioners was held at the District Office. Those in attendance were Commissioners **Bob Powell** and **Jenny Bell**, General Manager **Jeff Lakin**, Operations Lead **Armin Wahanik** and Office Administrator **Melody Snyder**. **Commissioner Bard** was not in attendance due to a prior approved job related absence. Visitors present were Tom Trigg, Anna Martinsen, and Dave Willingham.

1. **VISITOR BUSINESS** – (no comments were received from Dave Willingham) Tom Trigg was in attendance to express concerns over reduced pressure on Quartermaster Drive, possible adverse effects to private fire suppression systems and to question the need for the PRV (Pressure Control Valves) project in the first place. He also called into question whether or not the District applied for a permit with the Washington State Department of Health (DOH) prior to the installation of the PRVs. **General Manager Lakin** stated there was no DOH permit required for this type of project. Anna Martinsen expressed frustration over what she described as a lack of communication to customers regarding the project. **Commissioner Powell** described the history of pressure complaints in the lower elevations of our system and the Board's decision to put the project on the capital budget in 2013. The PRV project is also listed in the capital plan portion of District's Comprehensive Water System Plan. **Commissioner Powell** also stated that the requirements of the DOH are to be met and are being met at the customer's meter. **General Manager Lakin** said that the engineers are still on task to provide further guidance for PRV settings. **Operations Lead Wahanik** addressed visitors pointing out the District's Comprehensive Water System Plan also includes a replacement plan for old mains that can cause flow restrictions. Field data collection is ongoing to determine the best course of action. **Commissioner Powell** indicated to Mr. Trigg there should be closure on the situation in two weeks. **Commissioner Bell** assured visitors that improving ways to communicate with the community is currently being discussed by the Board.

Commissioner Powell requested **General Manager Lakin** reschedule the phone conversation meeting with PACE Engineers to a physical meeting set for Wednesday, July 16th at 10:00 AM. **Commissioner Powell** will be attending.

2. **BOARD DISCUSSION/ACTION**

- Approval of minutes – Tuesday, June 10 and Thursday, June 19 - **Commissioner Powell** requested postponing approval of minutes until **Commissioner Bard** is in attendance.
- Approve project award for Ridge Road Phase IV main replacement – Kimmco Inc. of Vashon was the lowest bidder for the Ridge Road Phase IV project in the amount of \$110,884.94. **Commissioner Powell** made a Motion to approve the contract award to Kimmco; **Commissioner Bell** seconded the Motion. Motion approved unanimously.
- Continue discussion on Innovation Plan – Strategy Document – postponed for a later meeting
- Continue discussion on usage analysis – postponed for a later meeting
- Continue discussion on possible Mission Statement revision – postponed for a later meeting

3. **OPERATIONS REPORT Presented by Operations Lead Armin Wahanik**

- PRV field data collection – **Operations Lead Wahanik** has been working in the Kingsbury Beach location. Data analysis by PACE indicates there is an obstruction. Continuing to investigate.
Field staff has also been working with Kathy Wheaton of Kathy’s Corner. Pressure check at her meter showing 52 psi. Losing pressure on her property. New AMR meter installed. **Commissioner Bell** requested a follow up by the end of the week.
June’s water usage was higher than normal. Lower precipitation.

4. **ADMINISTRATION REPORT**

- Lester parcel purchase update – delay in escrow receiving title. Must execute a contract amendment extending the closing date. New closing date to be July 18.

5. **SIGN APPROVED MINUTES IN BOOK**

Meeting concluded at 6:00 PM