

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, December 8, 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 via skype **Jenny Bell**, General Manager **Jeff Lakin**, Operations Lead **Armin Wahanik** and Office Administrator **Melody Snyder**. There were no visitors present.

1. VISITOR BUSINESS

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2. BOARD DISCUSSION/ACTION

- Approval of minutes – Tuesday, November 10th, 2015 – **Commissioner Powell** made a Motion to approve the minutes; **Commissioner Bard** seconded. Motion approved.
- Request for additional living units at Sullivan Apartments complex – Mr. John Reed-Hunter who made the request was not present. After a brief discussion the Board came to consensus that they could not support the request. **Commissioner Bard** to draft a letter to Mr. Hunter denying his request.
- 2016 budget – **General Manager Lakin** revised the first draft to include the sale of 20 water units per **Commissioner Bard's** request. After discussing, **Commissioner Bard** made a Motion to approve the budget as drafted; **Commissioner Powell** seconded the Motion. Motion passed.
- Resolution 1166 – increase transfers to Depreciation Fund – **Commissioner Bard** made a Motion to approve Resolution 1166 increasing the Interfund Transfer from the Maintenance Fund to the Depreciation Fund to \$10,000.00 per month; **Commissioner Powell** seconded. Motion approved.
- K2 contamination – **Commissioner Powell** – the Board is in consensus that increased sampling and monitoring is needed at the wellfield for the constituents identified at the site. **Operations Lead Wahanik** will be collecting samples as soon as the lab sampling kits arrive.
- RH2 proposal to evaluate seismic retrofits for storage tanks at well field – **Commissioner Powell** made a Motion to approve **General Manager Lakin** signing the services agreement proposal with RH2; **Commissioner Bell** seconded. Motion passed.
- 2016 water unit releases – **Commissioner Bard** made a case for releasing 20 - 30 units to serve the waiting list. After discussion the Board is not in consensus - **Commissioner Bell** is not in favor of releasing units at this time. **Commissioner Bard** made a Motion to release 30 units in 2016 by starting with releasing 15 units the first half of the year and then only release the other 15 units after the District determines if production is affected; **Commissioner Powell** seconded. Motion passed.
- Description of position for conservation/alternative water supply manager – **Commissioner Bell** proposed this concept and has done research on other utilities that have hired a Project Manager (consultant) to assist in finding ways to implement conservation alternatives. It can take anywhere from two to three months to get results. The Board is not in consensus on this issue and thus, it was decided that the Board would follow up on this at the January regular meeting.

- Development of checklist for chronic water shortages – **Commissioner Bell** suggested a focused workshop on the subject. No action was taken at this time. Plan to set a date for a workshop at the January regular meeting.
- Suggested measures for regular publication of water consumption by users to increase awareness – **Commissioner Bell** has suggested rolling out usage reports to all rate payers highlighting top users. No action taken at this time. **Commissioner Bell** – will deliver a report to the rest of the Board at the January regular meeting.
- Follow up to conversation with Bianca Perla - **Commissioner Bard** reported that he has left several messages for Ms. Perla and she has not responded. **Commissioner Bell** committed to pursue contacting Ms. Perla and will follow up with an email to her.

3. OPERATIONS REPORT

- Status of disinfection byproducts analysis and chlorine feed modifications – lower chlorine feed to 625k tank has moved disinfection byproducts formation to the IMG tank. Continuing to investigate operations enhancements.
- Department of Health (DOH, Jolyn Leslie) research piggyback on DBPs study at the University of WA not feasible due to logistics.
She suggested reinvestigating in situ mixing for our storage tanks. The Board requested seeing alternatives for installing mixers as suggested. **Operations Lead Wahanik** and **General Manager Lakin** to provide information at the January regular meeting.

4. ADMINISTRATION REPORT

- Status of Morgan Hill and Vashon Meadows work by RH2 – reviewing the Vashon Meadows report. Expecting the Morgan Hill report any day.
- Status of S&B SCADA communications work for Morgan Hill – first phase of testing complete at S&B. Next test to occur at Morgan Hill soon.
- Status of Ridge Road main replacement – installation complete. Minor cleanup on the road shoulder remains. Drawing as-builts still forthcoming.
- Status of Well 1 redevelopment – completed treatment and pump installation last week. Staff to reconnect wiring and test soon.
- Website revisions update – none to report at this time.

5. SIGN APPROVED MINUTES IN BOOK

Meeting concluded at 6:45 PM