

WATER DISTRICT #19
BOARD OF COMMISSIONERS MEETING
Thursday, January 31, 2012

SPECIAL MEETING
10:00 AM

Meeting came to order at 9:58 AM

A Special Meeting of the Board of Commissioners of Water District 19 was held at the District Office. The purpose of the meeting is to continue discussion of the Master Resolution and other business as necessary. Those in attendance were President **Steve Haworth**, Commissioners **Richard Bard** and **Bob Powell**, General Manager **Jeff Lakin** and Office Administrator **Melody Snyder**. Visitor present was Earl Van Buskirk

1. VISITOR BUSINESS

- Leak Adjustment request – the private service line serving rental property owned by Earl VanBuskirk experienced a 60000 cubic feet leak. He repaired the leak and was given the standard leak adjustment. He has made a formal request in writing for an additional leak adjustment to his water bill. After a brief discussion, the Board concurred that the District was in a position to offer an additional adjustment. In line with previous extraordinary requests, **Commissioner Haworth** made a Motion authorizing an additional credit of \$482.25, resulting in Mr. VanBuskirk paying just the actual cost of producing the leaked water, to account #24300; **Commissioner Bard** seconded the Motion. Motion passed unanimously.

2. BOARD DISCUSSION/ACTION

- Snider ADU request – Ms. Snider made a written request to remove her “illegal connection” status on her account based on the new ADU policy criteria in Resolution #1144. **General Manager Lakin** will send her a letter stating that her property meets the criteria and that the illegal connection status will be removed immediately.
- Vashon School District final resolution of overpayment – All accounting has been completed and adjustments made accordingly. A voucher for \$62,238.68 had been drawn up and a check hand delivered to the School District’s business manager.
- Master Resolution discussion – Continuation of the consolidation of the Master Resolution. Last meeting ended with review of Resolution #240. This meeting began with Resolution #239 and considered all remaining resolutions.
 - 161 – Street Lighting – Incorporate a section
 - 1 – Adopting rules to be governed by a Board of Commissioners – Incorporate with revisions

Next step for the Master Resolution is to have **General Manager Lakin** provide a first draft reading for review by the March 13, 2012 meeting. Another Special Meeting will be scheduled after that and a review by Board counsel should be the following steps. Goal is to have the Master Resolution completed in the fall of 2012.

- Approval of minutes January 10, 2012 – **Commissioner Powell** made a Motion to approve the minutes as written; **Commissioner Haworth** seconded the Motion. Motion passed unanimously.

- School District Joint Venture Project – **General Manager Lakin** has been in conversations with Eric Gill, Project Manager for the new High School about the possibility of working together on drilling a well on school district property – it appears that the School Board is interested. **The Board** would like **General Manager Lakin** to move forward with more detailed discussion on this topic.
- Waiting List/ADU/Water Unit Availability – The Board discussed current policies that may need revision within the framework of the new Master Resolution. Some of the topics mentioned were: New usage policy concerning new units and a possible delay in releasing 15 additional water units until later in 2012 when a new usage policy is in place.
- Phase II Ridge Road Main Replacement – Advertising to be posted by February 1, 2012 in Daily Journal of Commerce. Bid opening on February 17, 2012. Construction to start in March.
- Automated Meter Reading & PRV Projects – **General Manager Lakin** has met with a United Pipe representative for a quote on the automated meter reading software/hardware. She will provide a proposal within the next two weeks. The 2012 project for installation of additional PRV stations was discussed.

2. **SIGN APPROVED MINUTES IN BOOK**

3. **SIGN VOUCHERS**

Commissioner Haworth made a Motion to conclude the meeting at 11:30 AM; **Commissioner Powell** seconded the Motion. Motion passed unanimously.