

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, March 14, 2017

REGULAR MEETING
4:00 PM

Meeting came to order at 4:01 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 **Jamie Hatton** and Office Administrator **Melody Snyder**. Visitors present was Mike Dawson

1. VISITOR BUSINESS

- Mike Dawson is a customer that lives on 87th Avenue. He has had excellent service from Water District 19 but noticed a lot of brown water over the week of March 4th and again March 9th. His request is to receive more timely notification when certain incidents occur that cause brown water. The Board and staff have previously discussed options to facilitate notifications, one of which is being considered for purchase at this meeting.

2. BOARD DISCUSSION/ACTION

- Approval of minutes – February 14, 2016 - **Commissioner Bard** made a Motion to approve the minutes as amended; **Commissioner Powell** seconded the Motion. Special Meetings February 28 and March 7, 2017 – minutes were tabled for next month's meeting.
- In consideration of retaining Katy Isaksen & Associates for rate analysis – After discussion, the proposal was tabled until a later time. **Commissioner Bard** suggested that all should read the report that was provided by **General Manager Lakin** on the breakdown of fixed costs and revenues from AWWA.
- In consideration of retaining John Runyan Mediation Services – A letter of agreement was submitted by John Runyan. **The Board** approved unanimously **Commissioner Bard** signing the agreement.
- RH2 Professional Services Agreement for 2 inch water main replacement on Bank Road. **The Board** requested **General Manager Lakin** determine if RH2 could reduce their projected design costs, and determine where a reasonable point to end the first phase of the project potentially mitigating the pressure losses at the end of the main at 115th Ave. SW. **General Manager Lakin** will confirm the costs for design for one-half the length of the install as per Board directive. The agreement was tabled until next month. **Commissioner Bell** suggested procuring quotes from other engineers. **General Manager Lakin** advised the Board that Request For Qualifications is the statutory mechanism for choosing engineers. **Commissioner Bell** stated she will question whether price can be considered with MRSC.
- Acquisition of CUSI IVR add on feature for robocalling/emailing - **Commissioner Powell** moved to approve the acquisition of the IVR; **Commissioner Bard** seconded. Motion approved.
- Acquisition of turbidimeters for the creek stations (2) - **Commissioner Powell** moved to approve the acquisition of the turbidimeters; **Commissioner Bard** seconded. Motion approved.
- Acquisition of safety light bars for both Toyota Tacoma pickups - **Commissioner Powell** moved to approve the acquisition for the safety light bars; **Commissioner Bard**

seconded. Motion approved.

- Performance reviews – there was a brief discussion regarding timing and methods of completing performance reviews.
- 2015 Capacity Report – data as of year-end 2014. **The Board** concurred that the publicly accessible report should be restricted to the last one approved by the Board.

3. **OPERATIONS REPORT**

- Treatment Plant optimization – **Operations Lead Jamie Hatton** reported progress is being made with filter washes and clarifier rinses. Some maintenance will be required to complete the process.
- Beall Well Operation – S & B – The well will not start – suspect control issue. Integrator has been notified and requested to assist troubleshooting. **The Board** concurred that this source will be removed from the available District sources in the Comp Plan if it will not function.

4. **ADMINISTRATION REPORT**

- Comp Plan – G & O - another version of Chapter 2 delivered and distributed. The remaining chapters include the capital plan and appendices.
- Approval of Vashon Meadows operating plan – the WADOH has approved the District operating plan for the well. Modifications are planned to be completed by July 1.
- End of lease buyouts for office telephones and copier – lease payments will cease for both the office telephone system and the Canon copier.

5. **SIGN APPROVED MINUTES IN BOOK**

Meeting Concluded at 5:40 pm