

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

REGULAR MEETING
4:00 PM

Board President **Richard Bard** called the regular meeting of the Water District 19 Board of Commissioners to order at 4:00 PM. Commissioners **Bob Powell** and **Jenny Bell** were also present. District staff members in attendance were General Manager **Jim McRae**, Operations Lead **Jamie Hatton** and Office Administrator **Melody Snyder**. Visitors present were Keith and Sarah Kassik and Carey Anderson.

1. VISITOR BUSINESS

- Welcome new Board Member – newly elected board member Seth Zuckerman was not able to attend due to a prior commitment
- Thank You for Outgoing Board Member – The staff would like to thank Commissioner Bard for the 12 years that he has served as Commissioner and will make an announcement in the local papers.

2. BOARD – ACTION REQUIRED

- Approval of minutes – **Regular Meetings** – Tuesday, September 12th and Tuesday, October 3rd. **Special Meetings** – Tuesday, September 12th, Tuesday, September 19th, Tuesday, September 26th and Tuesday, October 3rd, 2017. **Commissioner Powell** made a Motion to approve the minutes as amended; Motion seconded by **Commissioner Bard**. Approved unanimously.
- Staffing for Operations Tech I (certification & residency) – **General Manager McRae** reported to the board about the number of applicants the district has received. A few are out of state with certifications but do not meet Washington State's requirements. A number of Vashon residents have applied as well but none have any water certifications. **Operations Lead Hatton** is concerned that staff is being overly extended. Cannot have a non-certified employee be on call. It takes 18 months to go through the certification program.
- Employee Benefits New Medical Plan (approval & company portion) – The employee handbook had to be revised to comply with the Washington Health Care Authority's policy. Resolution 1069 had to be amended; Resolution 1149 revoked and Resolution 1170 created for board approval with the required changes. **Commissioner Bard** made a Motion to approve Resolution 1170; **Commissioner Powell** seconded. Approved unanimously.
- Water Treatment Plant Refurbish (continue with Filter 2 refurbishment) – **Operations Lead Hatton** presented proposals from three different companies that could replace the filter media at the treatment plant. **Commissioner Powell** made a Motion to accept bid proposal from Purcell Painting & Coatings for \$26,450.00; **Commissioner Bard** seconded. Approved unanimously.

3. BOARD – DISCUSSION/TABLE/MORE INFORMATION NEEDED

- Comprehensive Plan – **General Manager McRae** handed out a schedule from Gray & Osborne outlining calculation for completing certain tasks needed for the Comprehensive Plan. **Commissioner Powell** commented that by pursuing the rate structure project could knock peak day down by 10%. He is sensitive to the commercial customers. **Commissioner Bell** noted that for too long the district has focused on supply instead of demand. Talk conservation through pricing. Very little

in terms of conservation. **Commissioner Powell** offered his time to work with **General Manager McRae** to get on the same page with Warren Perkins. Advocate a note about how they are going to revisit the rate structure and reduce the peak day demand. Time for the rates amendment. The Board would like General Manager McRae to contact Katy Isaksen of Katy Isaksen & Associates about her availability to meet again and discuss her rate proposal.

- Unregulated Contaminate Monitoring Rules (UCMR – EPA program) – The EPA (Environmental Protection Agency) has solicited Water District 19 to participate in their UCMR-4 (Unregulated Contaminant Monitoring Rule-4). This study will focus on HAA's and Metal, Alcohols, Pesticides and SVOC's. The EPA will send us all the testing materials and pay for the test analysis and analyze the results for new regulations concerning the aforementioned chemical types. This will begin next year and testing to be done on a quarterly basis. Only obligation to the district will be in gathering samples and sending them to an EPA testing accredited laboratory.
- Water Shares Potential issuance of water units to the waiting list – **Commissioner Bard** noted a big factor in releasing any new water units would be based on the Beall Well's production. **Operations Lead Hatton** admitted going slow on getting the system functioning. **Commissioner Bard** wants to look at the capacity reports, and make a decision about the waiting list. More discussion is needed for the next meeting.
- Tom Bardeen request for non-contiguous properties, time permitting. Out-going General Manager Lakin had begun writing up the amended Resolution for the change in policy on transferring water units. Appears to have been lost with the change in Managers. The Board will re-check emails and have something put together for the December 12th, 2017 meeting.
- King County Franchise Ordinance Board - Informed discussion next regular meeting.

4. OPERATIONS REPORT

- System Performance Report – **Operations Lead Hatton** reported that the district received notice that we were in violation at Morgan Hill for not complying with the chlorine residual threshold. She has requested RH2 Engineering to submit for a new hypo chlorination submittal checklist that takes into consideration the extend residence time of the water at the tank. She is in contact with the Department of Health about the violation. Also reported was a violation in October at the Treatment Plant, but not recognized as a violation with the Department of Health. The chlorine residual in the clear well at the plant dropped to .18 ppm after there was no activity for over 30 hours. The residual only lasted a few minutes; pumps pushed water into the lines to the chlorine analyzer and immediately rebounded.
- Morgan Hill SCADA integration - Riley with S & B should be back to the Island later this month to work on the blower cycling issues.
- Project List & Discussion on prioritization – Bank Road project first on the list, 216th and Monument Road and sections of Vashon Highway. **Commissioner Powell** would like an informed discussion within the next six months.

5. ADMINISTRATION REPORT

- Financial Update through November 2017 – 5 year trend relatively flat. Revenues stayed about the same. Labor costs, have been flat over the study period, as well as the operations (10% difference).
- Discussion on 2018 Budget (schedule & format) – when does the board need it? Authorizations for the major capital projects, refurbish assets better figure for the board by the December meeting. How to finance. Field staff to work with General Manager McRae on a replacement schedule.

- FEMA Payment (Jan/Feb) storms **\$4,500.00** – money was deposited into our account in November. General Manager McRae is in touch with FEMA over the seismic retrofit that General Manager Lakin submitted. There continues to be interest in finding funds to improve the seismic security of the 1-million-gallon tank, which is the district's largest storage tank. While there is no guarantee, we e seem to be in touch with the correct people at FEMA

6. SIGN APPROVED MINUTES IN BOOK

MEETING CONCLUDED @ 7:17 PM