

**WATER DISTRICT 19**  
**BOARD OF COMMISSIONERS MEETING**  
**Tuesday, April 17, 2018**

**REGULAR MEETING 4:00 PM**

Board President **Bob Powell** called the regular meeting of the Water District 19 Board of Commissioners to order at 4:15 PM. Commissioners **Jenny Bell** (via skype) and **Seth Zuckerman** were also present. District staff members in attendance were General Manager Jim McRae, Operations Lead **Jamie Hatton**, Operations Tech **Keith Kassik** and Office Administrator **Melody Snyder**. Visitors present were Paul Tappel P.E. with Fisheries Engineers, Inc., Katy Isaksen with Katy Isaksen & Associates and Sarah Kassik.

• **VISITOR BUSINESS**

- Chris Szala, Vashon Household – Mr. Szala did not attend this meeting.
- Paul Tappel P.E. Civil Engineer & Fisheries Biologist presented a design for the Beall Creek Fish passage. Approval was given for preliminary design, but additional approvals will be needed from the Board in order for him to move forward with the engineering work. The Board noted that Mr. Tappel has the qualifications for this project and given a strong recommendation from the Department of Fish and Wildlife, **President Powell** made a Motion to approve the Conceptual Design Project with Paul Tappel; **Commissioner Bell** seconded the Motion. Motion passed unanimously. Also requested of Mr. Tappel were suggestions to the Board any recommendations he might have for grant funding which could benefit the district.
- Katy Isaksen – Katy Isaksen & Associates presented her Preliminary Draft Outlook for Discussion. The goal of the meeting is to have the Board understand the preliminary outlook report and to gather input from the Board to allow for preparation of rate scenarios at the next Board meeting. Katy also did a walk through on three topics: 1). Water debt 2). Summary Water History and 3). Preliminary Water Outlook. She asked the board to refine the numbers she presented so that she can begin to work on the rate structure. She also suggested that the Board take on the long term view to avoid drastic impacts on our customers. **General Manager McRae** will pull some C.I.P. numbers from Gray & Osborne to assist in the draft outlook. Katy will be attending the May 8<sup>th</sup> meeting.

• **BOARD – ACTION REQUIRED**

- Approval of minutes – Tuesday March 13<sup>th</sup>, 2018 – **President Powell** made a Motion to approve the minutes as amended; **Commissioner Zuckerman** seconded. Motion passed unanimously.
- Paul Tappel – design and contract for Beall Creek conceptual design – approved as noted above
- CWAs – Vashon Housing progress, Porterfield Management (Vashon Energy – Rebuild) – **President Powell** noted that both requests for a CWA must have the required engineer's report with exact water use calculations before approval can be made.
- Well #1 well depth SCADA addition – S&B – **President Powell** made a Motion to approve the SCADA addition; **Commissioner Bell** seconded the Motion. Motion approved unanimously.
- Gordon Wilson FCS – grant & loan application assistance – Tabled

• **BOARD – DISCUSSION/TABLE/MORE INFORMATION**

- Katy Isaksen – Conservation rate structure, discussion occurred earlier
- King County Right of Way Franchise – cost recovery (special charge) \$48,000.00 year – **President Powell** noted that the district has not participated in the battle to fight the charges. At the moment there is no option other than to pass on the costs to our customers. **Commissioner Zuckerman** suggested that the district write a letter to the rate payers addressing the high costs.

- Returned Water Share – **President Powell** made a Motion to reissue the returning water unit to the next customer on the district’s waiting list; **Commissioner Bell** seconded the Motion. Motion passed unanimously.
- Water Shares - waiting list discussion (*April Board meeting*) – deferred to next meeting.

• **OPERATIONS REPORT**

- System Performance Report – **Operations Lead Hatton** had sent the data to the Board earlier.
- WTP – Filter 2 Maintenance Update - week away from it being batten up and the filter media installed (paint touched up) – paint needs a certain amount of time to dry. The paint had to be ordered and 5 days out.

• **ADMINISTRATION REPORT**

- Financial Update through March 2018
- Discussion on 2018 Budget - May
- Staffing discussion – **General Manager McRae** reported that Bradley Davidson accepted the Operations Technician position. He will start in May.
- Comments on the Master Resolution – **President Powell** recalled that the Board initiated the Master Resolution project to condense into one document all the Resolutions

• **SIGN APPROVED MINUTES IN BOOK**

• **SIGN VOUCHERS**

**Meeting Concluded at 7:15 PM**