

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, April 16, 2019

REGULAR MEETING 6:00 PM

Board President **Bob Powell** called the regular meeting of the Water District 19 Board of Commissioners to order at 5:58 PM. Commissioners **Seth Zuckerman** and **Michael Weller**, General Manager **Jim McRae** and Office Administrator **Melody Snyder**. Visitors present were **Scott Calhoun**

• VISITOR BUSINESS

- Scott Calhoun MVCC Water System – Scott was at the meeting to see if the district was interested in purchasing MVCC’s water system. **Commissioner Powell** stated that the district would be interested in a SMA (Satellite Management Agreement) with them, but not a purchase agreement. He also noted that the district is in the process of re-writing our current SMA policy. **General Manager McRae** believes that this type of request is just the tip of the iceberg and feels that the district is going to start seeing more of these types of situations with the smaller water districts.
- Other Guests – no other guests present

• BOARD – ACTION REQUIRED

- Approval of Meeting Minutes: Tuesday, March 19, 2019 – **Commissioner Zuckerman** made a Motion to approve the minutes as amended; seconded by **Commissioner Powell** and approved unanimously.
- Budget Draft for board review & approval – **General Manager McRae** presented the board with the draft budget spreadsheets, which incorporated the 2019 rate increase numbers for February & March 2019. We will continue to watch how closely **Commissioner Zuckerman’s** model tracks (predicts) April through December. We are assuming that 2019 income will be close to the same as last year, so moving forward we’ll see how much the rate increase will provide for capital projects. Conservatively, we expect the net effect to increase revenues by 18 % after customers adjust their usage based on the steeper tiers. **General Manager McRae** will work with **Commissioner Zuckerman** on fine tuning the revenue model for the Water System Plan as we work to track the impact of the rate increase, especially any changes in demand.
- Labor planning, the single largest expense item adds one additional operator/technician position to bring the District back to a level of four trained operators. No other new employees are contemplated through the life of the water system plan. The board wants to develop a better sense of the overall budget. **Commissioner Powell** made a Motion to approve the hiring of an additional Operations Tech I position; seconded by **Commissioner Weller**. Motion approved unanimously.
- Approval of Well 4 rehabilitation – **Commissioner Zuckerman** made a Motion to approve the well #4 rehabilitation contract with Water Recovery Services, Inc. for \$63,860.00 plus applicable taxes; seconded by **Commissioner Weller** and approved unanimously.
- Changes to General Manager spending authority – tabled

• BOARD – DISCUSSION/TABLE/MORE INFORMATION

- Update on SMA activities - Needle Creek due diligence – moved out to May

- Gorsuch Shelter America project – CWA update can be discussed later.

- **ADMINISTRATION REPORT**

- General Manager Report
- Financial performance through March 2019 comparison to March 2018 was discussed earlier
- Operations Report – March 2019 performance presented in the packet

- **BOARD DISCUSSION** – The Board will discuss a performance review process and compensation for the General Manager

THE BOARD CONCLUDED THE REGULAR MEETING AT 8:42 PM at which time the Board entered into Executive Session to review the performance of a public employee under provisions of RCW 42.30.110(1)(g).

EXECUTIVE SESSION: An Executive Session was entered into at 8:43 PM

RETURN TO REGULAR MEETING: The Board came out of Executive Session at 9:10 PM. No action was taken in the Executive Session.

Commissioner Weller made a Motion to conclude the meeting at 9:25 PM; **Commissioner Zuckerman** seconded. Motion passed unanimously.