

**WATER DISTRICT 19**  
**BOARD OF COMMISSIONERS MEETING**  
**Tuesday, July 9, 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 6:01 PM. Commissioners **Seth Zuckerman** and **Michael Weller**, General Manager **Jim McRae** and Office Administrator **Melody Snyder** were also present. Visitors present were Marilyn and Richard Foulkes, Operations Support 1 Dominic Jovanovich and Margaret Englund and Brian Raby IUOE Local 302.

**AGENDA**

**• VISITOR BUSINESS**

- Other Guests – Margaret Englund and Brian Raby, representing IUOE Local 302, came to the meeting to introduce themselves to the Board. Ms. Englund spoke to the board about the training and hiring opportunities that they can offer. **General Manager McRae** said that the district has made some progress in the bargaining process and will be meeting again in the next week for another bargaining session. **General Manager McRae** will be approving amendments as they move along. The Board re-iterated that they will need to review the final bargaining packet before signing.

**• BOARD – ACTION REQUIRED**

- Approval of Meeting Minutes: Wednesday, June 12<sup>th</sup>, 2019 – **Commissioner Weller** made a Motion to approve the minutes as amended; **Commissioner Powell** seconded. Unanimously approved.
- SCADA upgrade projects - Request to Approve Phases I & II – **General Manager McRae** presented the improvement project recommendations from S & B Inc. which would be scheduled in four phases in replacing existing Remote Telemetry Units (RTUs). Phase I is the Beall Creek withdrawal site, Phase II at Ellis Creek. Phase III would be the well site located on 103<sup>rd</sup> Ave and Phase IV, the district's Water Treatment Plant. General Manager McRae would like to begin with Phase I, Beall Creek as it is the district's largest source of water. The total project estimation is around \$150,000.00. **Commissioner Zuckerman** is not opposed to the project but questioned using S & B Inc. exclusively as it is in the best interest of the district to get bids from other vendors. In order to be able to move forward, **General Manager McRae** requested that the Board approve just the first two phases and leave the well site and Treatment Plant for further conversation later. **Commissioner Weller** and **Powell** agreed with **Commissioner Zuckerman** that a bid package needed to be developed but would like to move forward with the Phase I & II portion as the Beall site is failing. **Commissioner Powell** made a Motion to proceed with the Phase I & II Scada project as describe in this month's meeting packet; **Commissioner Weller** seconded. Motion passed. **Commissioner Zuckerman** voted no.
- SUDD's Backflow Prevention Device (30-day notice to shut off) - As SUDD's business is laundry, they are required to have a backflow prevention device installed on the premises. General Manager McRae will have a discussion with the owners. There was one when it was the old laundromat and dry cleaners but it was removed with the remodel by the new owners. The Board gave the go ahead to proceed with the enforcement actions but only after the General Manager has made the effort to have the conversation with the owners about the installation of the backflow preventer.

- May's Kitchen Backflow Prevention Device (30-day notice to shut off) – The Board would like staff to contact the owner of the business versus the owner of the building as the business owner may not have received the notification of the backflow testing before taking any action.

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

- Water System Plan status & Updates from G&O – **General Manager McRae** brought the board up to speed on the changes that need to be made to chapter two. He's been working with Warren Perkins at G & O and has new schedules. He has added new usage tables in Chapter 14. He changed the new water units coming on line from 10 to 5 which is a more accurate number. The impact is not really felt until 2025, as changes have been, and will continue to be made to produce enough water to meet demand. He also will be meeting with G & O on Friday the 12<sup>th</sup> of July. He's been working on a new format for the financials for the budget. **Commissioner Zuckerman** asked for a breakout on the labor expenses in the new format. Reality is we are providing for regular costs of living increase over time. Expenses are growing slow. Also provided to the board was a schedule for when the chapters are due.
- Vacant house on Dockton Road - Unusable Water Unit. There is an account that the district has liens on, as the owner has not paid for their water unit for the last couple of years. The house itself has either been abandoned or condemned. A staff member suggested the possibility of buying the water unit back from the owner and reimbursing the district for the monies owed on the account and abandoning the water connection to the house. After much discussion, it was decided to wait for the possible foreclosure process. The Board also requested that the **General Manager McRae** make contact with the next door property owners as a possible annexation to their property.
- Union Update on Progress – As stated earlier, **General Manager McRae** will be meeting with the Union representatives next week to continue discussion on the bargaining process.

#### • **ADMINISTRATION REPORT**

- General Manager Report – **General Manager McRae** reported that he has been in communication with several individuals in the hiring process. So far none of the candidate's salary requirements fits within the district's current wage scale. He is in the process of sending out notifications for the open position.
- Financial performance through June 2019 vs. budget. Revenues are tracking what we expected. The biggest variances thus far are storm related.
- Operations Report – June 2019 system performance – Well 4 is still pumping at 120 gpm, and drawdowns are about the same. The treatment plant is running well; however, we continue to receive false call outs from Beall and Ellis Creeks. Production wise, we are doing well.
- **Commissioner Zuckerman** reported at he will be gone on the date currently scheduled for the August 13th Board Meeting. The Board moved to change the regular meeting to the following Thursday, August 15<sup>th</sup> at 6 PM and also scheduled a special meeting for Tuesday, August 27<sup>th</sup> at 6 PM to continue discussion on the Comprehensive Plan and other business as necessary.

**Commissioner Powell** made a Motion to conclude the meeting at 8:30 PM; **Commissioner Zuckerman** seconded the Motion, unanimously passed.