

**WATER DISTRICT 19**  
**BOARD OF COMMISSIONERS MEETING**  
**Tuesday, October 8, 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 6:05 PM. Commissioners **Seth Zuckerman** and **Michael Weller**, General Manager **Jim McRae** and Office Administrator **Melody Snyder** were also present. Visitors in attendance were Stephen Kicinski, PE Ellisport Engineering.

**AGENDA:**

**• VISITOR BUSINESS**

- Adam Cone – Stephen Kicinski, PE Ellisport Engineering came to the meeting representing Adam Cone and the Blue Bird Bakery. He provided the Board with an estimated Average Daily Water Usage at about 137 gal/day, Peak Daily Water Usage at about 205 gal/day. The baking is not the big part of the business. There's no dishwasher, washing equipment will be done by hand. Additional water use will be hand washing, restroom use by staff only and moping once a day. Minimal water use expected. Only customer retail service will be a walk up espresso.
- Other Guests – non present

**• BOARD – ACTION REQUIRED**

- Approval of Minutes – Tuesday, August 27<sup>th</sup>, 2019 Special Meeting – **Commissioner Powell** made a Motion to approve the minutes as amended; **Commissioner Weller** seconded. Motion passed unanimously.
- Bluebird Bakery CWA Request - **Commissioner Zuckerman** made a Motion to read as follows: The Commissioner's agree to approve the CWA, although the baking may be underestimated, the safety factor is probably sufficient to keep the usage within a single ERU; **Commissioner Weller** seconded. Motion passed unanimously.
- Parcel available in the Ellis Creek Watershed – **General Manager McRae** became aware of three parcels in the Ellis Creek Watershed that might be for sale. He asked the Board if the district might be interested in purchasing. The Board suggested more investigation before moving forward.
- General Facility Charge – Follow-up & Increase – **Commissioner Powell** feels that it's time to do an increase to the General Facility Charges as there hasn't been any increases since 2012. **Commissioner Zuckerman** and **Weller** are in agreement. **General Manager McRae** presented an assessment worksheet showing a cost of inflation summary from 2012 to 2019 @ 11.74%. Based on his worksheet, that would raise the cost of a water unit from \$10,650.00 to \$11,900.00. **Commissioner Zuckerman** made a Motion to increase the price of a new water unit based on General Manager McRae's assessment presented at the October 8<sup>th</sup>, 2019 Regular Board Meeting effective January 1<sup>st</sup>, 2020; **Commissioner Powell** seconded. Motion passed unanimously. **General Manager McRae** will also work with getting a bid from G & O, to re-evaluate the General Facility Charges moving forward.
- WSP Chapter 9 Final Review & Plan Status – **General Manager McRae** reported that most of the CIP estimates have been completed but the project funding has not been forecasted out to 2026. The CIP model is intended to project cash flow but needs board input to develop funding scenarios. Early years; 2020, 2021 and 2022 projects are broken out quarterly to better track actual capital outlays.

- Beall Creek CIP Project, initially considered for salmon habitat, will greatly improve operational effectiveness. The existing culvert that begins at the slide gate has been significantly undermined, allowing water to flow under and around the pipe, causing soil erosion. Filter fiber, sand was placed to fill in where the soil was lost, and sandbags were placed to temporarily secure the repair. If the project remains contingent on grant money to fund, it could be 1.5 to 2 years before grant money is available. **General Manager McRae** wanted to make the commissioners aware of the current problems at Beall and the operational benefits of the project, such as reduced turbidity. At this point the estimate has been increased by \$10,000, bringing project total to \$110, 000.
- The CIP model for the Water System Plan will be tied to provide funding activity to the financial section of the plan in Chapter 9. A Special Meeting is requested and the Board called for the Special Meeting to be Tuesday, October 29<sup>th</sup> at 6:00 PM.
- Union Update & Financial Impact – There are 37 articles listed that **General Manager McRae** went over with the Board.

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

- Perfecting Wellfield Water Rights – **General Manager McRae** filled out paper work requesting a five year extension. An entire year’s worth of data needed (a 12-month period picked by the District). Operations has shifted primary production to the wells, using the treatment plant for the flushing and ensuring tanks remain at optimal levels. The plant will initially be operated on a two-week schedule to ensure it is operable in the event of a fire or other water-related event. The goal is to have the plant available at any time of the day, but to depend more on well water. Operations will closely monitor the plant to evaluate the situation. **General Manager McRae** will continue to work with the WA Department of Ecology on the water rights, but has not heard back at this point.
- PSERN status & impact to WD-19 –**General Manager McRae** needs assistance with access issues surrounding the antenna project. The existing roadwork is not as it appears in the legal documents. The property owner met with **General Manager McRae** to see if there was a way that King County could utilize the existing roads, through granting an easement. **Commissioner Weller** suggested that we record a new full easement or possibly just a letter acknowledging the existing situation. PSERN has made a concession to create a containment area directly under the fuel tank that would capable of holding any leakage, there was no concession to consolidate the load from both sites into a single generator. The Commissioners proposed that the District get help to ascertain the direction to proceed with the requested easements and **Commissioner Weller** offered to spend some time looking at the title information. **Commissioner Powell** wants to ensure the District has proper easements, and that they are correct, and more iron clad.
- Bank Road & 115<sup>th</sup> plans – **General Manger McRae** went over different solutions to work on replacing the mains on Bank Road, plus the need to upgrade the area around the temporary water tank.
- King County Hazard Mitigation Meeting – FEMA Project – **General Manager McRae** is continuing to work on the FEMA project to seismically retrofit the two reservoirs on 103<sup>rd</sup> Avenue SW and has sent copies to Fire Chief Krimmert, who is working in support of the project.
- Buyback 10 water units from Doug Kelbaugh and Kathleen Nolan – **Office Administrator Snyder** reported that the Kelbaugh’s submitted a request to sell back 10 water units to the district. A voucher was submitted to the board for review and signatures.
- Update on Staffing – **General Manger McRae** reported that new hire Jeff Roeser has been working out well and he is continuing to look for a Water Treatment Plant Operator III.

#### • ADMINISTRATION REPORT

- General Manager Report
- Financial performance through September 2019 vs. budget (plus any questions from

- September Report)
- Capital Expenditures & Project Status
  - Operations Report – September 2019 system performance (plus and questions from September report)

**Commissioner Powell** made a Motion to conclude the meeting @ 8:55 pm; **Commissioner Zuckerman** seconded. Approved unanimously.