

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, December 10, 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 6:04 PM. Commissioner **Seth Zuckerman** and **Michael Weller**, General Manager **Jim McRae** and Office Administrator **Melody Snyder** were also present. Visitor present were Pete James and Steve Ellison.

• VISITOR BUSINESS

- Steve Ellison, Water District 19 customer and Pete James, representing King County/PSERN (Puget Sound Emergency Radio Network) came to the meeting to address any concerns the Board has about the easement issue to Steve Ellison's property that was discussed at the November 12th meeting. **Commissioner Weller** researched the property and could not find any recorded easement documents. Mr. Ellison provided copies of documents he said were recorded for the easement. **Commissioner Powell** said the 20 foot strip is a precious 20 foot strip and without knowing what the future holds, it's prudent to hold onto it. He feels it's better knowing there's documentation. **Commissioner Weller** suggested a full title search which should address all concerns. The intent of the Board is to negotiate and approve a new easement for the additional 20 feet with contingencies. Commissioner Weller will work with General Manager McRae as quickly as possible to draft up an agreement and vote on it for the next regular meeting.
- IUOE Representatives & Operations Personnel – **General Manager McRae** gave an overview of the agreement. The document presented was more like contract language which he hadn't seen. He had been out of town when it was sent and he hadn't been able to read through it all before the meeting.

• BOARD – ACTION REQUIRED

- Puget Sound Emergency Radio Network (PSERN) easement – The District will conduct a title search to determine if an easement on the well site property has been established.
- Status of International Union of Operating Engineers (IUOE) Agreement – **The Board** was provided copies of the agreement but did not have enough time to approve as presented. The Board expects to vote at the next meeting.
- Approve minutes from Tuesday, November 12th Regular Board Meeting – tabled for next meeting
- Approval to purchase two servers; one for office & other for WTP – **General Manager McRae** presented two quotes to the Board for approval to upgrade two servers. One is for the office, the other for the Treatment Plant. The office server and software installation setup quote is for \$26,300.00 and the quote for the Treatment Plant server is for \$25,000.00. **Commissioner Zuckerman** made a Motion to approve the purchase of the office and the treatment plant server as presented by General Manager McRae; **Commissioner Powell** seconded the Motion. All approved unanimously.
- 2020 Expense Budget review & approval – **General Manager McRae** presented an overview of the 2020 budget. He feels that he's close to having it complete for the next board meeting.
- CIP update & Design Changes to 216th & Monument Road – Gray & Osborne Engineers presented an alternative plan to not replace the complete 216th main, by not replacing the section west of Monument Road to the Morgan Hill site. The new plan would be to lay a new main between the two dead-end mains on Monument Road, which would loop the southern sections of the distribution

system and would fix some problem areas in the system. **General Manager McRae** explained the differences to the board and he will work with the District's engineers to perform the engineering for the change. The change should reduce the project cost somewhat as it negates the need for horizontal drilling through the hillside between Morgan Hill and Monument Road.

- Review & approve final edits to WSP Chapters 8 & 9 Worksheets – Tabled - **General Manager McRae** agreed to send out the latest copies of the two chapters and asked the Board to send him their edited copies so he can consolidate the changes. The water system plan should be finalized soon after these two chapters have been completed and sent to the board for final reviews.

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

- Ruling on King County's right to charge franchise fees for rights of way – WASWD news – ruling is the county is within its rights to charge a franchise fee. The district will have to pass the taxation onto its customers. It will be a separate line item on the water statement.
- CWA request for assisted living quarters on Cove Road (Matthew Cekosh) – **Commissioner Weller**, working with **General Manager McRae** looked at King County policies on what defines an ADU (accessory dwelling unit) versus “assisted living quarters”. The owners are looking to build an assisted living quarter for an aging parent in an existing building which was a church structure. They only want to build a bedroom suite, and bathroom in the existing building. Because this is not considered an ADU, it does not need board approval to issue the CWA. **General Manager McRae** was tasked with working with the customer to evaluate the CWA request.
- Update on DWSRF funding – **General Manager McRae** reported that he was unable to submit the funding documents by the filing deadline.
- Update on water operators and schedules – Jeff Roeser passed his WTPO II test. He still has to complete 18 months of on-site training before he is an official WTPO II Operator.
- Update on WSP period used for WA DOH – Tabled for Special Meeting scheduled for January 7th, 2020.
- Fish Barrier Removal Grant RFQ (due middle of January) – Tabled
- Audit progress – **Office Administrator Snyder** provided a list of accountability issues the auditor found which will be discussed at the exit conference scheduled for Tuesday, January 14th, 2020 at 4:00 PM. This will be a Special Meeting before the Regular Meeting. Notices will go out in advance of both meetings.
- MRSC/WASWD Commissioner training (notice sent by e-mail) – **Commissioner Weller** notified all that he will be attending the training offered by WASWD

• **ADMINISTRATION REPORT**

- General Manager's report
- Financial report through November 2019
- Production report through November 2019

Commissioner Weller made a Motion to conclude the regular board meeting at 8:40 PM; **Commissioner Powell** seconded. Motion passed unanimously.