

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, November 12, 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 6:00 PM. Commissioners **Seth Zuckerman** and **Michael Weller**, General Manager **Jim McRae** and Office Administrator **Melody Snyder** were also present. Visitor in attendance was Pete James.

• VISITOR BUSINESS

- Pete James came to the meeting to present the data on the property that Puget Sound Emergency Radio Network (PSERN) is considering for their radio tower.

• BOARD – ACTION REQUIRED

- Approval of Minutes –Tuesday, October 8th Regular Board Meeting – **Commissioner Zuckerman** made a Motion to approve the minutes as amended; **Commissioner Powell** seconded and Tuesday, October 29th Special Meeting – **Commissioner Powell** made a Motion to approve as amended; **Commissioner Zuckerman** seconded. All approved unanimously.
- There was continuing discussion on reviewing edits to WSP Chapters 8 & 9 Worksheets, but there was no motion to approve as-is and the board elected to review the worksheets and narrative at subsequent meeting.
- Approve Surplus of Case Backhoe & GMC Dump Truck – **General Manager McRae** along with **Commissioner Powell** determined that the Case Backhoe could be a valuable piece of equipment by providing some lifting capabilities and for deeper digs. It was decided that the 2003 Dump Truck and the trailer for the backhoe would be sold as surplus property. **General Manager McRae** will contact the Washington Association of Sewer and Water District (WASWD) at no cost to the district to post the surplus property. **Commissioner Weller** made a Motion to approve the surplus directive as presented; **Commissioner Powell** seconded. Motion passed unanimously.
- Puget Sound Emergency Radio Network (PSERN) easement – Pete James came to the meeting to discuss access to Steve Ellison’s property which is contiguous to the district’s well site property. He’s asking for an additional 20 feet of width for the existing easement in order to use the existing road. **Commissioner Weller** researched the district’s parcel and didn’t find any easement information/or attachments. **Commissioner Powell** wants to see the easement document to make sure it’s already in place. The district needs to protect our property. **Commissioner Weller** suggested that Pete James send a copy of the title report for review to see the existing agreement before the Board can make a decision.

• BOARD – DISCUSSION/TABLE/MORE INFORMATION

- The Board concluded the Regular Meeting at 8:20 PM and entered Closed Session to review the district’s position during professional negotiations per RCW 42.30.140(4) a. The Board concluded Closed Session at 9:05 pm and returned to Open Session.

- 2020 Budget – **General Manager McRae** requested input from the Board on how to proceed with completion of the WSP – **Commissioner Powell** suggested that we agree on the projects that take priority and schedule them. School revenues down, possibly due to the new turf installed at the stadium and possibly other conservation measures. At this point, the General Manager will adjust the things that we know. **Commissioner Weller** would like to see the water system plan all together, not just bits and pieces.
- Update on water operators and schedules – **General Manager McRae** has not been successful in recruiting a WTPO 3 Operator with whom he has been in conversation with for some months, so will be running a national advertisement for a WTPO 3 or 4 Operator to act as the Operator in Responsible Charge. Helen Westphal and Dominic Jovanovich have stepped in and submitting the required reports off to the Department of Health. At this point, current staff has not been asked to prepare the full operational report package that has typically provided to the Commissioners each month. **Commissioner Powell** said that he didn't think it was necessary to see these reports every month and suggested quarterly reports. **General Manager McRae** reported that Field Operator Jeff Roeser is currently on his first on call shift and that he is providing great value to the team.
- Fish Barrier Removal Grant RFQ & DWSRF (both due end of November) – two grants, a grant for restoration that has to be done by the 15th of November. Funding notification could be as early as 2021. If awarded, the District would be responsible for providing 15% of the total project costs, which are estimated to cost around \$180,000.
- **General Manager McRae** felt that the article on SMA activities on Vashon in the recent Beachcomber article did not address actual issues that smaller water districts are facing and asked if the District should comment on the article. **Commissioner Zuckerman** did not feel that the article merited a public response. **Commissioners Powell** and **Weller** agreed.
- State Auditor onsite November 12th & 19th – The state auditor started the annual three year audit process today. Main areas they are addressing are financial and risk management.

• ADMINISTRATION REPORT

- General Manager's report – **General Manager McRae** updated the board on the Beall & Ellis Scada Integration, citing that S&B would be on site on Monday, November 11th, 2019, to begin the installation. Operations is currently ramping down the production at the Treatment Plant and continue to be more dependent on well water. Operations is also doing late season flushing, since the spring flush could not be completed in time for summer water consumption. Currently operations are running Well Two and Well Four simultaneously. One of the anticipated outcomes will be to perfecting the water right for the main wellfield. Morgan Hill, whose water right is part of the main wellfield right is also being operated more frequently to maintain adequate production.
- Financial report through October 2019 were presented for review
- Production report through October 2019 – was presented for review
- Possible Special Meeting was proposed for either December 17th or the 19th to complete the budget/union negotiations. Nothing decided at this time.

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