

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, February 11, 2020

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. Those also in attendance were Commissioners **Seth Zuckerman** and **Mike Weller**, General Manager **Jim McRae** and Office Administrator **Melody Snyder**. Visitors present were Shelby Middling, Don Asher, Robert Kuchan, Morgan Brown and Richard Foulkes.

• VISITOR BUSINESS

- Don Asher & Robert Kuchan were here to see about finalizing the satellite management agreement with the district. The agreement has been approved by the Department of Health and most due diligence has been done. **Commissioner Weller** made two minor points about the agreement; estimation of fees and \$1000.00 deposit seems low. Madrona Cove will pay the districts out of pocket expenses and will establish a system fund per the agreement before any CWA's are issued. The District still needs to accept the water system. **Commissioner Weller** noted in paragraph 9 that the system was already constructed, instead of "the system to be constructed" and asked that it be changed to "as constructed". **Commissioner Zuckerman** asked about the sale of the first units and lots. Don Asher, the developer, shared their business plan. Board members noted that \$1,000.00 seemed too small. The developers are trying to balance the need to get the agreement ratified against the need to get the CWA's so sales can begin. The developers agreed to deposit \$3,500, instead of the \$1,000 at signing and the board agreed to execute the SMA agreement. Initially, the service needs will likely be once a month testing and visual analysis of the wells and infrastructure.
- Shelby Middling is one of the six customers on the temporary tank at 115th on Bank Road. As of January 29th, 2020 the tank has been taken out of service due to colored water. These customers get the majority of their water pressure from the tank and associated booster pump, so by directly connecting to the system they are experiencing low water pressure again. The tank was drained, cleaned and disinfected while offline. The long terms plan is for the tank to be removed once the main on Bank Road is extended to 115th. The District will continue to take bacterial samples in addition to continuing daily testing. She's curious as to how long they will be using this temporary tank and wondered what the long-term plans are. Phase one is to install a short 6" main line between 115th and the end of the District's service area, plus new service lines to each of the six customers at the end of the line. **Commissioner Powell** said that the long-term plan is to extend the main from 107th to 115th and that both projects are scheduled in the District's Capital Improvement Plan. The short-term plan is to replace the existing tank with a new dark tank and continue the local booster pump to ensure adequate system pressure. Operational plans will be revised to ensure regular maintenance, plus install a propane generator and tank to ensure water delivery during power outage. The full main replacement project is currently scheduled to begin in 2023, and the District would need to borrow funds to complete the project. **Commissioner Weller** asked that the project be on the March agenda and asked for a project schedule to be presented to the board.

• BOARD – ACTION REQUIRED

- Sign Union Agreement between IUOE & Water District 19 – **Commissioner Zuckerman** withheld his signature in protest at the immediate application of a cost of living adjustment on top of the contract's initial wage rates that were to be effective January 1.
- Approve minutes from Tuesday, January 14th Special Board Meeting - **Commissioner Zuckerman** made a Motion to approve the minutes as submitted; **Commissioner Weller** seconded. Tuesday, January 14th Regular Meeting – **Commissioner Zuckerman** made a Motion to approve the minutes as amended; **Commissioner Powell** seconded. Wednesday, February 5th Special Board Meeting – **Commissioner Powell** made a Motion to approve the minutes as amended; **Commissioner Zuckerman** seconded. All Motions approved unanimously.

- Madrona Cove SMA Agreement – review & execute - **Commissioner Weller** made a Motion to approve the satellite management agreement with the changes noted in Section 2 of the agreement: **Costs Payable by Owner**, to increase the deposit amount from \$1,000 to \$3,500.00; **Commissioner Powell** seconded the Motion. Motion unanimously passed.
- Approval to purchase SCADA software & installation – The SCADA telemetry projects at Beall & Ellis Creeks are completed and came in under budget. These system upgrades also added cellular coverage to the water treatment plant master server and soft starts, which should help increase the life of the system pumps. The Ellis Creek installation took less time than originally estimated, contributing to the lower expense. The District now needs to focus on upgrades to the system at the well site and water treatment plant. The treatment plant will be more expensive because of the complexity of the treatment processes, plus it is the nucleus for the District’s SCADA systems and all sites are connected to the server, which was purchased separately, is located at the plant. One of the issues with the treatment plant is that no two filters fill or drain at the same rate, which is the current set point for initiating a backwash and filter rinse. The industry accepted method is to monitor the change in head pressure and initiate these cycles when head loss reaches a certain point, which indicates the filter is retaining filtered material and needs to be cleansed. This way the operators will spend less time at the plant, ensuring that the processes are starting & stopping on time and will be freed-up to work outside of the plant. **Commissioner Powell** made a Motion to approve the next phase of the Scada upgrade with the expenditure of \$75,000; **Commissioner Zuckerman** seconded the Motion. Motion unanimously passed.
- Confirm 2020 Budget based on changes from February 5th Special Meeting - tabled
- Changes to the employee handbook - **Commissioner Powell** made a Motion to amend the employee handbook to match the current union agreement; **Commissioner Zuckerman** seconded the Motion. Motion passed unanimously.

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

- Ruling on King County’s right to charge franchise fees for rights of way – tabled
- WA DOH changes to chlorine residual requirements – changes from trace of chlorine at dead end lines, to 0.2 milligrams per liter beginning January 21st. Operations had been using 0.1 mg/L as the District standard prior to the change from WA DOH.

• **ADMINISTRATION REPORT**

- General Manager’s report
- Financial report through January 2020 – 2020 budget to load into Quickbooks – the only distribution of revenue. Modeled into this.
- Production report through January 2020
- **Commissioner Weller** offered to draft a letter about the rate increase which will take effect April 1, 2020.

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