

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, June 9, 2020

REGULAR MEETING 6:00 PM
Meeting Members participated by using “ZOOM” conferencing

Board President Bob Powell called the Regular Meeting of the Water District 19 Board of Commissioners to order at 6:15 PM. Those also in attendance were **Commissioners Seth Zuckerman** and **Mike Weller**, **General Manager Jim McRae** and **Office Administrator Melody Snyder**. Visitor present via Zoom conferencing was Shelby Middling.

AGENDA:

• **VISITOR BUSINESS**

- Shelby Middling – Shelby joined the meeting to discuss where the district was at on the project on 115th and Bank Road. The projected timeline to proceed is late August or September. **Commissioner Weller** asked if we had followed up with PSE about the power pole that would be enclosed in the fence around the tank. **General Manager McRae** did connect with PSE and it was decided that we would move the fence a couple of inches closer which will eliminate the pole being inside the fence. **General Manager McRae** will work with Shelby to get those customer’s on 115th and Bank Road together for a meeting on the project.

• **BOARD – ACTION REQUIRED**

- Water System Plan Discussion & Approval - Chapter 8 Capital Improvement Projects – Continued discussion from the Board and General Manager McRae concerning the financial numbers and format of the financial tables. **Commissioner Zuckerman** suggested some changes to the format. Comments from **Commissioner Weller** were:
 - 1) Add a note to the first page noting that pipe replacement will also reduce system leakage, which will conserve water and increase available capacity for future customers.
 - 2) Add category totals and grand total to table 8.2
 - 3) Remove the note about adding the map and add the map.

Commissioner Powell suggested the following change for Chapter 8: 1st paragraph, fix the second sentence so the verb tense of the second half matches the first half.

Commissioner Zuckerman will meet with **General Manager McRae** later in the week to review the financial numbers. The Board discussed the possibility of a special meeting on Tuesday, June 23rd at 6:00 PM. Confirmation on the date to be determined after **Commissioner Zuckerman** meets with **General Manager McRae**.

General Manager McRae announced that the Department of Commerce has contacted him about USDA funding. He’s scheduled a ZOOM conference with them for Thursday, June 11th at 1:00 PM.

- 2019 Consumer confidence Report (CCR) due in July billing – still waiting for certain reports to be included. **General Manager McRae** will research from the DOH on reporting language to be included. **Commissioner Zuckerman** would like to see language which addresses arsenic concerns.
- Approve minutes from Tuesday, April 14th, 2020 – **Commissioner Powell** made a Motion to approve the minutes as amended; **Commissioner Weller** seconded. Motion passed unanimously. Tuesday, May 12th, 2020 – The Board differed approval until some editing occurred.

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

- COVID-19 next phase discussion – Staff still taking precautions, wearing masks and maintaining safe distancing. Beginning to take on more tasks and working on older work orders. Discussion on COVID-19 impact on operations & 2020 revenue – The Board was updated on aged receivables and the financial impact to the district's revenues, also the report from the Governor Inslee's Office relating to Washington's Recovery Plan and how district customer's can apply for bill assistance. **Commissioner Weller** made a Motion that the district suspend late fees, shut-offs and placing liens until the end of September 2020, in recognition of the COVID-19 economic crisis. **Commissioner Powell** seconded. Motion passed unanimously.
- Continuing ERU discussion – tabled until next month's meeting

• **ADMINISTRATION REPORT**

- General Manager's report – nothing new to report
- Financial report through May 2020 – leaks and & Mains costs - reviewed
- Production report through May 2020 – presented in packet

Commissioner Powell made a Motion to conclude the meeting at 8:51 PM; **Commissioner Weller** seconded. Motion passed unanimously.