

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, September 22, 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 6:04 P.M. Those also in attendance were **Commissioners Seth Zuckerman** and **Mike Weller**, **General Manager Jim McRae** and **Office Administrator Melody Snyder**. Visitors present via Zoom was Shelby and Phil Middling.

AGENDA:

VISITOR BUSINESS

- Toby Fitch – was not present
- Discussion occurred with the Board about the water units associated with the K2 facility. The Board does not have a set position on how many water units should be associated with K2 as there are no known records of exact figures. Water units may have been based on meter sizes back in the 60’s. The Board also discussed what to do post wait list, how to prioritize how water units are issued, bringing people into compliance, and reserve a large block for affordable housing.

BOARD – ACTION REQUIRED

- Consider request to transfer a water unit from one parcel to another for Toby Fitch – Mr. Fitch sent an email requesting an un-used water unit be transferred from one parcel to another parcel within the district’s boundaries. His request is following the district’s bylaws.

MOTION - Commissioner Zuckerman made a Motion to approve Mr. Fitch’s request, **Commissioner Powell** seconded the Motion. Motion passed unanimously.

- Approve minutes from Tuesday, July 14th Regular Board Meeting - **Commissioner Zuckerman** made a Motion to approve the minutes as amended; **Commissioner Powell** seconded. Motion passed unanimously
- Approve minutes from Tuesday, August 18th Regular Board Meeting – **Commissioner Powell** made a Motion to approve the minutes as amended; **Commissioner Weller** seconded. Motion passed unanimously.
- Liens on property to offset non-payment/aging – At the June 9th Board meeting, the Board made a Motion to suspend late fees, shut offs until the end of September 2020. Tonight, the Board is extending its moratorium on water shut-offs due to non-payment until Dec. 31, 2020. In the meantime, Water District staff will call accounts that are more than 3 months past due and ask them if they can work out a payment plan and try to become current. For accounts that are over \$1,000 in arrears and over 3 months past, staff will warn them that we will apply a lien to their property if they don’t work out a payment plan and make progress on it. If no progress is made, staff will lien property at 4 months overdue.
- Ken Gresset Water Unit – In 2004 there was a covenant between Water District 19 and owners of a parcel in the district’s watershed who drilled a well. The covenant stated that if a water unit should

become available, the owners would disconnect from their well and connect to the district's water supply. The district was in a moratorium at the time, so the parcel was placed on the district's waiting list. The waiting list is getting smaller now and it's likely that in the next year a water unit will become available. As ownership has changed, Office Administrator Snyder would like to send a letter to the owners advising them of the covenant and that a water unit could become available for purchase in the next year. The Board requested documents on the covenant and discussed allowing the owners a 3-year purchase option when the water unit becomes available. No decisions were made until the Board can review documents pertaining to the covenant.

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

- ERU recommendations & discussion -
- Update on Capital & District Projects from General Manager McRae
 - 107th from Bank Road to Mukai – **General Manager McRae** has been working with the county to get the right of way permits worked out. Staff is ready to start laying the pipe once they receive the go ahead from the county.
 - Bank Road West of 115th & Booster Station replacement – **General Manager McRae** has spoken with the owner of property where the tank is, and she has agreed to allow us to do the changes and clean up. This is the prerequisite to improve the booster station. The district needed a set of surveyors' drawings before moving forward. Still looking at the year 2023 to begin construction of the full line improvements.
 - Fire Hydrant replacement on Bank Road from an auto accident – The owner of a pickup truck sheared the hydrant off the valve and has come forward to pay for the replacement.
 - Fire Hydrant replacement on SW 192nd & Vashon Hwy the hydrant was not functioning and had to be replaced.
- Water System Plan Status – completed internal documents based on previous board meetings and submitted documents to Gray & Osborne for assembling for distribution to WA DOH & King County (first steps on the road to plan approval) – **General Manager McRae** has been in contact with Warren Perkins of G & O who has concerns about the plan, he indicated that in the current plan the district will run out of water in 2020. Warren has given the district a quote of \$20,000.00 for binding and putting the docs together and being at the meetings. Conversation just started September 21st. The Board requested a copy of what was sent to Gray & Osborne. The Board agreed to set a Special Meeting for review before another month passes.
- King County LIDAR System Proposal – **Commissioner Powell** commented that this is part of King County GIS planning. It is an update for higher resolution, and the letter explains what, but not the why. The district doesn't have the extra money to pay for data that we don't need. **Commissioner Zuckerman** suggested that General Manager McRae speak with Operators James Rossi and Jeff Roeser about how the district uses GIS.

• **ADMINISTRATION REPORT**

- General Manager's report – Union and other Summary Items – there has been a change in command at the union, General Manager McRae has been working with the new contact.
- Financial report through August 2020 (B-A with comments) – Commissioner Zuckerman requested more comprehensive reporting on the water now that the district has been able to hire a full complement of field staff.
- Production report through August 2020 (include summary of reporting/compliance) - **General Manager McRae** reported that the district has relied more on the wells last two months because of issues at Ellis creek. There had been problems with one of the pumps. The water production was less without the use of the treatment plant. The last 10 days the district had issues at the well site. The

water was consuming all the chlorine that they put into the system. It was later determined that it was plumbing issues around the tanks at the well site and should be fixed by the end of the week.

- Action item: Update the board on perfecting the well water rights for the next Board meeting.
- Next steps for future meetings – The board wishes to continue its discussion of revising the District’s ERU policy in anticipation of being able to issue new water shares in the near future. To guide the discussion, **Commissioner Weller** suggested that the commissioners use the existing Master Resolution as a framework. Commissioners will review the document before next month and identify areas that need revisions, and share suggested changes if time allows. Areas needing work include the section on ADUs.

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