

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, October 13, 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 6:05 PM. Those also in attendance were **Commissioners Seth Zuckerman, Mike Weller** and **General Manager Jim McRae**. No visitors were present.

AGENDA:

Commissioner Weller suggested that the Board set aside a discussion time for a planning vision for 2021. All agreed to place on the November Agenda.

VISITOR BUSINESS

- No visitors present

BOARD – ACTION REQUIRED

- Approve minutes from Tuesday, September 22nd Regular Board Meeting - Tabled
- Liens on property of offset non-payment/Aging report – **The Board** affirmed the terms of the Motion made in September regarding a policy demining threshold for attaching a lien on customer’s account.
- Response to Questions & Clarifications from Board Commissioner Zuckerman’s notes:

1. The complete WSP as submitted to Warren at G&O. Please send this one by the end of the week. General Manager McRae emailed the Board the complete Water System Plan documents as submitted to Warren Perkins at Gray & Osborne

2. Find out the nature of our ArcGIS subscription and the skills Jeff Roeser and James Rossi already have to manage an ArcGIS mapping system. The District has in the past used ArcGIS but not recently. The license had expired, and General Manager McRae renewed the license through March 2023 and intends for Jeff Roeser to use it.

3. Update us on what we need to do to perfect our water right to the main wellfield, and how close we came to be doing so in 2019, and how close we have come so far in 2020. Doug Wood at the Department of Ecology sent a memo regarding the status of perfecting the main well field water right. The main takeaway is the 2019 date to document usage has been extend to September 2025. The details of the status are complicated. General Manager McRae will elaborate at the next meeting.

4. One of the other Commissioners expressed the hope that now James Rossi is on board, we could get monthly reports that included graphs like the ones Jamie Hatton used to provide. James Rossi will add production & well performance graphic to future board packets.

5. Monthly updates about the aged accounts receivable balances. The magnitude of late payments is not at present a major issue. Aging reports will be present during the financial section of the Board meeting.

- Water System Plan – Gray & Osborne role & proposal – The Water System Plan (WSP) chapters 2 & 3 need to be reworked to reflect current production capacity for the WSP to show The District can meet demand through the end of the planning period. General Manager McRae feels this work should be done by Warren Perkins (Gray & Osborne) and not in-house, including making Warren available for public meetings and DOH/DOE discussion. General Manger McRae will request that Warren start by editing chapters 1, 2 and 3. **Commissioner Weller** asked if the full balance of the past contract had been billed – perhaps the long delay in completing the report means G & O has closed their past contract

and need to start a new one, but some funds may still be available from the old contract in our budget. General Manager McRae will check to contract and determine if we've paid only for services rendered, or for the full amount of the past contract as written. The difference is in the range of \$10,000.00 and so if unspent, would reduce the potential cost of a new contract for further work on the WSP.

BOARD – DISCUSSION/TABLE/MORE INFORMATION

- Update & Status of Main Wellfield – in progress
- Review & guidance on SW 216th Street west of Vashon Highway – On behalf of a customer on SW 216th requesting a CWA certifying fire flow, General Manager McRae asked the board for guidance regarding the timing of the main replacement presently scheduled to be replaced by District staff in 2022. The board consensus is to issue a CWA without fire flow.
- Update on current CIP projects – General Manager McRae expects the permit for the 107th Ave Bank Rd to Mukai project this week. Bank Rd W of 115th Ave should follow. Still working on SCADA upgrade.
- Update on UMS (Continental Billing System) – tenant billing is active again.
- Other business - Main well field issue. The wells were shut off for 10 days due to a problem with the chlorination plumbing at the 625K tank. James Rossi is adjusting the Water Treatment Plant programming to minimize head loss by backwashing automatically based on a pressure threshold instead of on a fixed timing schedule.

ADMINISTRATION REPORT

- General Manager's report – Summary Items
- Financial report through September 2020 (B-A with comments)
- Aging Report through September
- Production report through September 2020 (include summary of reporting/compliance)

Commissioner Weller made a Motion to conclude the meeting at 7:40 PM; Commissioner Zuckerman seconded the Motion. Motion passed unanimously.