

**WATER DISTRICT 19**  
**BOARD OF COMMISSIONERS MEETING**  
**Tuesday, January 12, 2021**

**REGULAR MEETING 6:00 PM**

**Board President Bob Powell** called the Regular Meeting of the Water District 19 Board of Commissioners to order at 6:03 PM. Those also in attendance were **Commissioners Seth Zuckerman** and **Mike Weller**, **General Manager Jim McRae**, **Operations Lead James Rossi** and **Office Administrator Melody Snyder**. Visitors present were Earl Van Buskirk and Shelby Middling.

**• VISITOR BUSINESS**

- CWA for Island Lumber – General Manager McRae received an email from the Architect for Island Lumber’s addition reiterating that no new restrooms or water usages will be added except for the extension of the fire sprinkler system and greenhouse hose bibs. They are just adding additional square footage. Earl Van Buskirk also added that there may be some additional customers shopping but he doesn’t expect to see any additional water consumption. Commissioner Powell was satisfied that the usage for the Island Lumber’s parcel fell far below the water unit calculations and felt comfortable not requiring an engineering report and recommended approving the CWA request.
- Other business (none).

**• BOARD – ACTION REQUIRED**

- CWA request from Island Lumber – **Commissioner Powell** made a Motion to approve the CWA request by Island Lumber; **Commissioner Zuckerman** seconded. Motion approved unanimously.
- Open Public Meeting for Water system Plan (Feb-Mar) Set date & time – 1<sup>st</sup> phase. General Manager McRae is putting together the Capital Improvement and financial portion of the plan. He’s satisfied with Chapter 8. He’s advocating for finishing up what G & O has done and waiting until the Feb. 9 regular meeting to determine a date for the public meeting. In general, the Commissioners are fine with a date in March-April.
- Water Treatment Plant SCADA Clarifier Head Loss addition – **Operations Lead James Rossi** explained the need for improvements on our filters and reducing the amount of wastewater. Increased time between backwashes, which could be 60-120 hours. The installation is related to SCM (streaming current monitor). This is one of the tools to track the efficiency of the district’s treatment plant operations. S & B’s quote for equipment was presented for approval. **Commissioner Weller** made a Motion to approve the quote for equipment from S & B for \$9,247.72. **Commissioner Powell** seconded. Motion approved unanimously.
- Clarification/decision on Waiting List water unit sales – **General Manager McRae** asked the Board to clarify where the district was regarding the waiting list. **Commissioner Zuckerman** said that we should wait to get the Water System plan approved so that we can determine the amount of water units could be sold. **Commissioner Weller** would also like to get the plan further along first. The plan projects that the District would release 14 water units per year. **Commissioner Powell** suggested reevaluating in 6 months. **Commissioner Zuckerman** wants to wait for comments from DOH and the public. The Board decided that any change in the plan for water units should wait until the first round of feedback.
- Approve minutes from Tuesday, December 8<sup>th</sup> Regular Meeting – **Commissioner Powell** made a Motion to approve the minutes as amended; **Commissioner Weller** seconded. Motion approved unanimously. Tuesday, December 15<sup>th</sup> Special Board Meeting - **Commissioner Powell** made a

Motion to approve the minutes as amended; **Commissioner Zuckerman** seconded. Motion approved unanimously.

**THE BOARD CONCLUDED THE REGULAR MEETING AT 7:10 PM** at which time the Board entered Executive Session to review the performance of a public employee under provisions of RCW 42.30.110(l)(g).

**EXECUTIVE SESSION:** An Executive Session was entered into at 7:11 PM

**RETURN TO REGULAR MEETING:** The Board came out of Executive Session at 7:40 PM. No action was taken in the Executive Session.

**Commissioner Powell** made a Motion to approve the 0.87% COLA to the administrative staff to maintain parity with the Operations Staff and Union Contract; **Commissioner Weller** seconded the Motion. Motion approved unanimously.

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

- Sanitary Survey December 2020 – **Operations Lead Rossi** stated that the sanitary survey went very well. Steve Deem, P.E. with the Department of Health was pleased with improvements at the Treatment Plant. **Operations Lead Rossi** continued to update the Board on changes needed to follow-up with any issues warranting follow up by the Department of Health.
- Capital project status updates – **General Manager McRae** presented a major projects chart that has been done over the past two years. Very close in costs all cases, except in-house main replacement projects. The District was performing well on these until the District began laying pipe on 107<sup>th</sup> Ave SW and 115<sup>th</sup> Ave SW. Cost overages for these two projects are a result of having to use contract labor as well as District labor, because of the need for more staff and equipment than the District has in-house. While there could be some cost savings for in-house pipe installations, there are opportunity costs associated with being short-staffed to perform normal day to day work. The General Manager is thinking that these may be our last two in-house pipeline projects for the time being. With the exception of very short lines connecting to a main, the District will likely send these projects out to bid in the future. Depending on the project, there is a possibility that the District could take on some of these projects, as long as it doesn't significantly impact normal day to day operations work.
- Review 2021 budget based on December input – General Manager McRae will continue to refine the 2021 budget based on input from both board and staff.

• **ADMINISTRATION REPORT**

- General Manager's report
- Financial report through December 2020 – presented for review. Commissioner Zuckerman noted that first page of budget, under income from operation, appears to reflect sale of units. Won't budget any water unit sales for 2021.
- Production report through December 2020 –
- Approve Resolution #1174 - **Commissioner Powell** made a Motion to approve Resolution #1174 authorizing the King County Treasurer to establish a Madrona Cove Satellite Management account; **Commissioner Zuckerman** seconded. Motion approved unanimously.

**Commissioner Powell** made a Motion to conclude the meeting at 8:14 PM; **Commissioner Weller** seconded. Motion passed unanimously.