

**Water District 19**  
**Board of Commissioners Meeting**  
**Tuesday, October 18, 2022**

**Regular Meeting 6:00 PM**

**Board President Seth Zuckerman** called the Regular Meeting to order at 6:02 PM. Those also in attendance were **Commissioner Mike Weller**, by phone, **Commissioner Robin Pfohman**, **General Manager John Martinak**, **Operations Lead Armin Wahanik** and **Office Administrator Melody Snyder**. Visitors present were Scott Shapiro.

6:02 Call to Order – **Commissioner Zuckerman**

Visitor – Scott Shapiro, the Lodges – Mr. Shapiro came to the meeting to request a change to the settlement agreement between the district and the Vashon Village Lodges. Per the agreement, they cannot have a laundry facility on their property. They had been doing their laundry at the SUDS laundromat facility on Vashon, but it has since closed. Mr. Shapiro is requesting an amendment the agreement to allow the Lodges to do their own laundry on site. Mr. Shapiro did an analysis to confirm that adding washers at the Lodges on Vashon will not result in them going over their allowed water usage of 3,200 gallons per day per the settlement agreement.

**Commissioner Weller** made a motion to approve the Vashon Village Lodges request to remove the provisions of not allowing laundry facilities on their site, and to using Energy Star rated equipment; **Commissioner Pfohman** seconded. Motion carried unanimously. Mr. Shapiro will enlist his attorney to draw up the paperwork.

**Approval of Previous Meeting Minutes** – Tuesday, September 13<sup>th</sup>, 2022, Regular Meeting: **Commissioner Weller** made a motion to approve the minutes as amended; **Commissioner Zuckerman** seconded. Motion carried unanimously. Thursday, September 22<sup>nd</sup>, 2022, Special Meeting: **Commissioner Pfohman** made a motion to approve the minutes as presented; **Commissioner Weller** seconded. Motion carried unanimously.

**Vouchers/Warrants/Electronic payments: Maintenance Fund Vouchers** #27201 through #27232 totaling \$45,139.95. **Payroll warrants** #3960 through #3978 totaling \$38,999.51 dated 09/16/22 and 10/03/22. **Electronic payments** dated 09/16/22, 10/01/22,10/14/22 and 10/25/22 totaling \$\$32,054.12 all were unanimously approved

**System Operations Report** – **Operations Lead Wahanik** informed the Board that the peak usage for September was 557,000 gallons. He indicated that 2022 was not one of our high usage years. He spoke about the quarterly testing needing to be done for DBP (Disinfection By Products). Still waiting to get the chlorine analyzer. Working to fix the leaks that were discovered last month by leak detection services. One of the leaks on 216<sup>th</sup> has been repaired. Four more to go. He reported that main flushing should be wrapped up this week. We will not be flushing again until the first half of 2023. **Operator in Training Alberthal** started doing rounds and residuals.

**Financial Report** – **General Manager Martinak** reported that income is 7% less than projected, largely due to reduced water sales. September - October usage should correct the

deficit. We will know better at the end of October. Net ordinary income is slightly higher than projected, reduced overtime expenses being the biggest factor. Reserves are up, but far short of the \$180,000 targeted savings goal since discontinuing the monthly \$20,000.00 into the Capital Improvement Fund. Projected shortfalls for 2023 around \$35,000/month needed to satisfy DWSRF (Drinking Water State Revolving Fund) loan payments, projected payroll increases, reinstatement Capital Improvement Fund contributions and 10% annual service meter replacement program.

#### **New Business and/or Action Items:**

- Sea Mar CWA for Spinnaker Building – Sea Mar is in negotiation with the owners of the Spinnaker Building and will need a CWA (Certificate of Water Availability) for permitting purposes. Their plan is to use the building for office space and two exam rooms. The board commented that Water District 19 does have a policy threshold of when a CWA is required - King County decides when they need a CWA to issue a permit. If a CWA is required for the Spinnaker Building work, the board would require water use calculations and remodeling plans.
- SW 216<sup>th</sup> Main Replacement Project Revisions – **General Manager Martinak** had **Operations Tech II Kassik** look over drawings provided by G & O. He discovered a dead-end line that appears to stop short of where it needs to go. Verification will be needed from G & O before moving forward. The project costs have escalated from \$1.7 million to \$2.2 million. **General Manager Martinak** reported that the DWSRF (Drinking Water State Revolving Fund) construction loan application worksheet needs to be submitted by November 30, 2022.

**Commissioner Weller** made a Motion to approve **General Manager Martinak** to begin the application process to fund the 216<sup>th</sup> main replacement. **Commissioner Pfohman** seconded. Motion carried unanimously.

#### **Old Business:**

- Madrona Cove SMA/CWAs – Discussion/Action Item – The amendments that were agreed upon in April of 2022 were just signed by Madrona Cover developers Don Asher and Robert Kendrick. On reflection, the Board determined that the district’s Satellite agreement came about too early in the development of the subdivision. **Commissioner Zuckerman** then made a Motion to exercise the district’s right to terminate the Satellite Management Contract with Madrona Cove Water System, LLC by serving them with 180 days’ notice, per paragraph 20 of the Agreement. The \$3,500.00 currently being held in the “Madrona Cove Fund” as part of the agreement will be refunded at the end of 180 days, April 19, 2023. **Commissioner Pfohman** seconded. Motion carried unanimously.

October 18<sup>th</sup>, 2022, at 7:38 PM **Commissioner Zuckerman** announced that the Board of Commissioners will meet in executive session until 8:00 PM to review the performance of a public employee as allowed by RCW 42.30.110(1)(g)

The Board is not expected to take further action following the executive session.

At 8:00 PM the Board came out of executive session and announced that they will be extending the executive session for a period of 15 minutes until 8:15 PM.

At 8:15 PM the Board came out of executive session and called the regular meeting back to order

The Board agreed to postpone the November meeting to November 15<sup>th</sup>, 2022, at 6:00 PM.

There being no further business to come before the Board, **Commissioner Pfohman** adjourned the meeting at 8:18 PM.