

Water District 19
Board of Commissioners Meeting
Tuesday, December 13, 2022

Regular Meeting 6:00 PM

Board Secretary Michael Weller called the Regular Meeting to order at 6:07 PM. Those also in attendance were **Commissioners Robin Pfohman, General Manager John Martinak, Operator in Charge Armin Wahanik** and **Office Administrator Melody Snyder**. Board President **Seth Zuckerman** arrived at 7:01 PM.

6:07 Call to Order – **Commissioner Weller**

Approval of Previous Meeting Minutes – Tuesday, November 15th, 2022, Regular Meeting, **Commissioner Weller** made a Motion to approve the minutes as amended; **Commissioner Pfohman** seconded. Motion carried.

Review of Vouchers/Warrants/Electronic Payments: Maintenance Fund Vouchers #27263 through #27297 totaling \$41,953.90. **Payroll warrants #3998 through #4013** totaling \$37,149.78 and **Payroll EFT Direct Deposits** totaling \$12,673.80 dated 11/16/22 and 12/01/22. **Electronic payments** dated 11/17/22, 12/02/22, and 12/12/22 totaling \$7,959.38 and Department of Revenue Payment for \$8,303.13. Motion to approve made by **Commissioner Pfohman** and seconded by **Commissioner Weller**.

System Operations Report – **Operator in Charge Armin Wahanik** explained to the Board about the water production charts he provided. The summer of 2022 was relatively wet, so water demand has been relatively low this year compared to recent years. He noted that the data from 2016-2021 is not in an easily accessible format, so he is working on gathering that information in a way that will be helpful going forward. The Chlorine Analyzer is still on back order; pushed back to December 30th. The active leak on 216th he reported on last month still has not been repaired. **Commissioners Zuckerman and Pfohman** asked questions about the repeated use of an outside contractor repairing our leaks in place of using the districts staff and equipment. Part of the reason for an outside contractor he explained was that the district does not have a deep excavator and our dump truck is not being used due to lack of regular maintenance. Brakes also need to be serviced. Goal is to eventually repair all the leaks ourselves. **Commissioner Zuckerman** asked for regular updates going forward on how this process is going.

Financial Report – **General Manager Martinak** reported that as of November 30th, the district's net income was at \$135,000; expecting to end the year with an operating ratio of <1.1. Work has begun on projected expenses for 2023.

New Business and/or Action Items:

- Labor negotiations – **General Manager Martinak** has met with the IUOE 302 via Zoom conferencing twice. Next meeting will be held on Tuesday, December 20th.
- Petty Cash and Maintenance account signatures – Resolution #1178, authorizing John J. Martinak to sign on the districts petty cash and Maintenance accounts. **Commissioner Weller** made a Motion to approve General Manager Martinak to sign on the petty cash and maintenance accounts; **Commissioner Pfohman** seconded. Motion carried.

- Moratorium – Information/Discussion Item –
 - Wait List – Last 3 applicants had been notified of available water units. Only one water unit was sold of the 38 water units made available. Still must work with one waiting list applicant about the districts covenant attached to their property.
 - Moratorium’s End: Issues to Address - Discussion
 - Cost of a Water Unit: Current cost for a water unit is \$11,900 per unit. General Manager Martinak to work on a new water unit charge. There has been no change in cost for two years.
 - Certificates of Future Water Connection: In recent years. King County has been asking that wells drilled in the district’s boundaries to sign an agreement committing that the property connect to the District once water is available before they will issue them a Certificate of Water Availability. General Manager Martinak to investigate who polices their policies.
 - Water unit buy back policy- No decisions were made at this time.
 - Water Unit allocation process:
 - Determine number of units available – The board is leaning towards making 28 shares available, which represents the water system plans allocation for 2023, plus an additional 14 units equal to the allocation from one past year during the planning period from 2016-2022, none of which have been made available to date.
 - Selection process – Reviewed the process already in place per the Master Resolution. The Board discussed how to hold the lottery process, using a third party to assist with the ticket collection.
 - Public notification – Reader Board sign on Vashon Highway, notification in the local papers and contacting parcel owners in the district boundaries via postal mail.

Old Business:

- 216th Main Replacement DWSRF – Update - Application is in, environmental, cultural, and historic review all in. We should know by the end of February if approved. The state can come back with revisions to the loan.
- WSP sub-plans – Update – Risk & Resiliency Assessment/Emergency Response Plan certified with EPA; fines were avoided. Water Shortage Response Plan and Cross-connection Response Plan completed and ready for delivery to DOH. Also discussed was including a cross connection survey in the Certificate of Water Availability process.

There being no further business to come before the Board, **Commissioner Weller** adjourned the meeting at 8:12 PM, **Commissioner Pfohman** seconded the motion. Motion carried.

