

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, January 11, 2022

REGULAR MEETING 6:00 PM

The Regular Meeting of the Water District 19 Board of Commissioners came to order at 6:00 PM. Those in attendance were **Commissioners Seth Zuckerman** and **Mike Weller**. Also, in attendance was newly elected to the office of Water District #19, Commissioner Position No. 3 **Robin Pfohman**, **General Manager John Martinak**, **Office Administrator Melody Snyder**, and outgoing **Operations Lead James Rossi**.

THE BOARD CONCLUDED THE REGULAR MEETING AT 6:05 PM at which time the Board entered executive session to review the performance of a public employee per RCW 42.30.110(1)(g).

RETURN TO REGULAR MEETING: The Board returned from executive session at 6:35 PM. No action was taken during executive session.

• VISITOR BUSINESS

Scott Shapiro participated by ZOOM conferencing. He wanted to find out the status of his request for a Certificate of Water Availability to modify his current building into 8 studio “bedrooms” sharing a single kitchen. Both **Commissioner Zuckerman** and **Weller** have seen his plans for the remodel as well as **General Manager Martinak**.

• BOARD – ACTION REQUIRED

- **OATH OF OFFICE** – **Office Administrator Snyder** administered The Oath of Office to **Commissioner Robin Pfohman** for Board Position #3. Congratulations Commissioner Pfohman!
- **APPROVE MINUTES** – Tuesday, December 14, 2021 Regular Meeting – **Commissioner Zuckerman** made a Motion to approve the minutes as submitted; **Commissioner Weller** seconded. Motion approved unanimously.
- **ELECTION OF OFFICERS** – **Commissioner Weller** noted that the most senior Commissioner has normally been nominated to serve as President and made a Motion to nominate **Commissioner Zuckerman** as President of the Board of Commissioners; **Commissioner Zuckerman** made a Motion to nominate **Commissioner Weller** as Secretary. Motions approved unanimously.
- **STAFFING** - Operator vacancies – **General Manager Martinak** received our first application today. Former Operations Lead Armin Wahanik applied for the position being vacated by James Rossi. General Manager Martinak reported that Armin has a great rapport with the other operators. He hasn't had time to schedule an interview yet but will as soon as possible. He also reported that there may be another possible lead for another operator but no application as of today. He also spoke of working with Evergreen Rural Water of WA apprenticeship program. The high school is also interested in a partnership.
- **2022 BUDGET** – **General Manager Martinak** spent some time reading about the water system plan and some of the financial information in it. He's still trying to wrap his head around all the information coming in. **Commissioner Zuckerman** suggested that we shoot for the March 8th board meeting and requested **General Manager Martinak** have a draft budget available for the board to review by March 4th.
- **EFFECTIVE DATE FOR WATER RATE INCREASE** - **Commissioner Zuckerman** made a Motion to increase the residential and commercial base charge by 10% and the residential and commercial water usage rates by 15%. **Commissioner Weller** seconded; Motion approved unanimously. Notices to go out to customers at the end of January.
- **SPINNAKER BUILDING CWA** - **Commissioner Weller** made a Motion to confirm that the Spinnaker Co-living remodel as presented by Scott Shapiro is a residential project as defined by the District's policies and can thus request a CWA administratively from the district; **Commissioner Zuckerman** seconded the Motion. **Commissioner Pfohman** abstained at this time. Motion passed.

- Approve purchase of replacement laptop for Melody – tabled – The Board did discuss sharing a laptop with General Manager Martinak which could also be used for board meeting minute taking.

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

- Update on Water System Plan DOH review/approval process – **General Manager Martinak** reported that Kerri Sidebottom of Gray & Osborne will be on the Island this Friday, January 14th and will stop by the office for a quick introduction.
- Update on SW 216th Street water main replacement – Waiting for approval on the Comprehensive Plan. Can't move forward until the water system plan is approved.
- Update on booster tank replacement at Bank & 115th - This was **General Manager Martinak's** first visit to the site this last weekend and noted that it's becoming more of a permanent structure than a temporary one. He's going to contact the Department of Health about concerns they might have with the site. He's also going to get an updated realistic cost estimate for the project and work on formalizing an easement with the current property owner.
- Public outreach – **Commissioner Zuckerman** spoke about contacting Elizabeth Shepherd, Vashon Beachcomber Editor, about getting an editorial in the paper, possibly on the front page. He'd like to speak about the Comprehensive Plan and other district business. **Commissioner Pfohman** mentioned working with the public health master program as a possibility for conducting outreach and learning about customer concerns. It could be a possible Master's program research project. **Commissioner Pfohman** will contact Janice North.
- Defining ERU value for multi-family dwellings and how much do multifamily users use. Tabled until February.
- Approach to clearing the wait list for service connections – **Commissioner Zuckerman** requested the office to contact the top waiting list applicant and finding out how many of the 32 water units they would actually need.

THE BOARD CONCLUDED THE REGULAR MEETING AT 8:47 PM at which time the Board entered executive session to review the performance of a public employee per RCW 42.30.110(1)(g).

RETURN TO REGULAR MEETING: The Board returned from executive session at 9:19 PM. No action was taken during executive session

Commissioner Zuckerman made a motion to approve the proposed Transition Agreement between former General Manager McRae and the District as well as the associated exhibit A, incorporating amendments suggested by the board. **Commissioner Pfohman** seconded. The motion passed unanimously. **Commissioner Weller** will transmit the board's amendments to the District's counsel.

• **ADMINISTRATION REPORT**

- General Manager's report
- Financial report through December 2021
- Production report through December 2021

Adjournment

There being no further business to come before the Board, the Commissioners moved to adjourn the meeting at 9:25 PM.