

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, March 8, 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 **Commissioners Mike Weller** and **Robin Pfohman**, **General Manager John Martinak**, **Operations Lead Armin Wahanik** and **Office Administrator Melody Snyder**.

• **VISITOR BUSINESS**

- There was no visitor business

• **BOARD – ACTION REQUIRED**

- Approve minutes - Tuesday, February 8, 2022, Board Meeting – **Commissioner Weller** made a Motion to approve the minutes as submitted; **Commissioner Zuckerman** seconded. Motion approved unanimously.
- Leak Policy Revision – Current policy requires a Pressure Reduction and Gate Valve for a leak adjustment. **Commissioner Zuckerman** made a Motion to change the current policy to read: “If there is no gate valve or pressure regulator on the customer side of the meter and such a device is deemed to be necessary by the General Manager or his designee, based on water pressure to the service address, there shall be no credit processed on the account”. **Commissioner Weller** seconded. Motion passed unanimously.

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

- Operations: **Operations Lead Armin Wahanik** started working again for the district on the 15th of February. He commented on the improvements that have been done since he left in 2016; still getting up to speed with staff. He wants to re-introduce the flushing program that hasn't been done for the last couple of years. He's hoping to start sometime this month and continue through to May. Needs to focus on getting the treatment plant running first. **Commissioner Weller** asked him to provide information on staffing, production numbers, 5-year trends data. **Commissioner Zuckerman** wondered if he will be shutting down the well field in May which has been a yearly procedure which **Operations Lead Armin Wahanik** confirmed would occur.
- 2022 Financial Projections – **General Manager Martinak** went over estimated quarterly reports on the district's financial situation: he'll be monitoring expenses and work towards a more conservative approach this year. He wants to get back on schedule with meter replacements and automated meter reading. For future financials, he'll send out quarterly reports to the Board.
- Madrona Cove SMA agreement/Operations and Management Contract – **General Manager Martinak** updated the Board on the SMA agreement. He has been working with Don Asher about updating the operator contract and costs involved. Don wants to know when the first and second amendment will be signed. **Commissioner Zuckerman** suggested that Don Asher should attend next month's meeting. The first amendment is already approved ready to be signed but they're not ready to sign the second amendment.
- Water service wait list/system capacity- Current list has 3 applicants requesting 30+ water units. The Board discussed the possibly taking care of the individuals on the waiting list and review how to proceed next month.

- Redefining ERU value for multi-family housing – The Board has requested **General Manager Martinak** to investigate multi-family units that have outdoor irrigation as part of the ERU calculations.
- 2022 IUOE Contract – **General Manager Martinak** reported that the union representative will be here Wednesday, March 9th to meet with the Operators.

THE BOARD CONCLUDED THE REGULAR MEETING AT 8:15 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 8:27 PM. No action was taken in executive session.

• **ADMINISTRATION REPORT**

- General Manager's report
- Financial report through February 2022
- Production report through February 2022

Commissioner Pfohman requested that next month's board meeting be changed to Tuesday, April 5th due to a prior commitment as she cannot attend the normal second Tuesday of the Month meeting. The Board agreed. Next month's meeting will be held on Tuesday, April 5th, 2022, at 6:00 PM.

Adjournment

There being no further business to come before the Board, the Commissioners moved to adjourn the meeting at 8:35 PM.