

Water District 19
Board of Commissioners Meeting
Thursday, September 22, 2022

Special Meeting 6:00 PM

Board President Seth Zuckerman called the Special Meeting to order at 6:05 PM. Those also in attendance were **Commissioners Mike Weller** and **Robin Pfohman**, and **General Manager John Martinak**.

Discussion of recent Water System Plan approval

Sub-Plans yet to be Submitted – General Manager Martinak briefed the board on the staff's progress to date on the 3 remaining sub-plans that were noted during the Water System Plan review process as in need of updating. The **Emergency Response Plan** is highest priority for the district because it is both required, and the district will be fined if it is not submitted on time. General Manager Martinak is working on the plan using the WA DOH's template. He is targeting the end of October to have a draft for the board to review. The District's **Cross-connection Control Plan** is also out of date, and an update is due in December. General Manager Martinak anticipates asking **Operations Lead Wahanik** to make the updates required for this plan. Finally, a **Water Shortage Response Plan** is also required. There is some overlap with the Emergency Response Plan, so General Manager Martinak plans to complete that plan first, and then begin the Water Shortage Response Plan.

Approved Number of Connections – Commissioner Zuckerman noted that the district's now-approved Water System Plan assumed the release of 14 new ERUs per year for the last 6 years, for a total of 84 new ERUs. The assembled group believed that the district has not issued any new ERUs during this period. The approval of the new Water System Plan means that there is now independent validation that the district has the capacity to release a modest number of new ERUs without exceeding the system's capacity to serve.

The group discussed what would be needed to determine an exact number of ERUs to be released and on what schedule. The commissioners requested that **General Manager Martinak** work with the staff to update the tables in Chapter 2 of the Water System Plan with actual information from the end of the WSP's historical records through 2021, so that there is actual information that can be compared with the WSP's projections.

In the meantime, the commissioners discussed whether some ERUs could be released prior to receiving full historical information, so that the district's existing waiting list could be shortened or fully served. **Commissioner Zuckerman** made a motion that in light of the approval of the WSP, which anticipates the issuance of additional ERUs, that the board authorize the staff to release enough ERUs to meet all outstanding ERU requests on the waitlist, up to a maximum of 38 new ERUs. **Commissioner Pfohman** seconded. All were in favor.

Capital Improvement Plan / Schedule – General Manager Martinak briefed the commissioners on his recent research on available capital projects funding and the state

revolving fund's upcoming application period. The state revolving fund is the program that appears to be the best fit with the district's capital project funding needs, and the application opens on October 3rd. General Manager Martinak asked the commissioners for guidance on how many projects the board felt should be submitted to the state for funding, and which project(s) should be submitted. Mr. Martinak's research indicated that the available funding will likely remain elevated for several years going forward because of ongoing federal funds availability.

The board discussed options and determined that they would prefer the district to focus on a single project, since this is our first application for some time and the district has limited capacity to execute capital projects without impacting daily operations. The preferred project is the 216th/Monument Rd. main replacement & extension, since engineering on the project is complete and it is ready for construction. The board discussed the district's upcoming sanitary survey, which is anticipated sometime this fall, and noted that a 2nd project could be submitted late in the funding cycle if DOH identifies any other pressing areas requiring investment.

Schedule Next Meeting – The board will next meet at 5:30pm on Tuesday October 18th.

Adjournment

There being no further business to come before the Board, the **Commissioner Pfohman** moved to adjourn, and **Commissioner Weller** seconded. The board voted unanimously to adjourn the meeting at 7:17 PM.