

Water District 19
Board of Commissioners Meeting
November 14, 2023

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**, **Operator in Responsible Charge Armin Wahanik** and **Office Administrator Melody Snyder**. Visitors present were Matt Harvey and via phone Scott Shapiro.

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

Approval of Previous Meeting Minutes – Thursday, October 12th, 2023 – Regular Meeting. **Commissioner Pfohman** made a Motion to approve the minutes as amended; **Commissioner Weller** seconded. The Motion carried unanimously.

Review of Vouchers/Warrants/Electronic Payments – Maintenance Fund Vouchers #27596 through #27624 totaling \$98,030.42. **Capital Improvement Fund Voucher #12310** totaling \$12,230.49. **Payroll Warrants #4179** through #4193 totaling \$36,681.27 and **Payroll EFT Direct Deposits** totaling \$12,366.26 dated 10/16/23 and 11/01/23. **Electronic payments** dated 10/17/23, 11/02/23 and 11/14/23 totaling \$8,841.16 and Department of Revenue payment for \$9,818.74. **Commissioner Zuckerman** made a Motion to approve the vouchers as submitted and seconded by **Commissioner Weller**. The Motion carried unanimously.

Covenant with Vashon Village – Scott Shapiro, owner of Vashon Village wanted to discuss the existing agreement attached to his property. Now that the District is out of its water moratorium, he wondered if the covenant agreement would still be in effect. The Board recognizes that the moratorium is no longer in place, but certain items written in the covenant will always be in effect, as delineated in the agreement. Other provisions are no longer applicable. Any future requests for a new Certificate of Water Availability (CWA) from Vashon Village will be evaluated for adequacy of water units, the same as would be the case for any other customer .

Matt Harvey, a District 19 customer, and a participant in the allocation lottery whose name was not chosen wondered about the process the Board was considering for next year. He had reviewed minutes and felt there was some uncertainty going forward. He proposed on the current buyback list not have to re-enter the lottery, but instead retain their place in line for water allocations. The board invited Matt back to provide further input when the structure of a future distribution event is discussed.

System Operations Report – OIRC Wahanik – reported that Residential consumption went down minimally from 2022 compared to the drier summer of 2023. It's too early to see what this year's rainfall is going to look like. The Chlorine analyzer is installed, but there is a road block. The data is not reporting to the Scada software. **Operations Technician Jones** has been working with S & B to fix the radio frequency interference issue.

Financial Report – General Manager Martinak – Through 10/31/2023, total income was \$1,934,768, operating income \$1,522,604 with an operating ratio of 1.31. Factoring in looming expenses (~\$60k) lowers the operating ratio to 1.26. Expecting to end the year with an operating ratio of 1.15 – 1.17. Work is underway on the 2024 budget. Accounting for unknowns related to staffing and ongoing labor negotiations, it appears the current rates would have the District just breaking even under normal operations and expenses. More details to be provided at the December meeting.

New Business

- Small Parcel for Sale in Ellis Creek Basin – Action item – King County has invited the District to bid on a small parcel adjoining the Ellis watershed parcel. The minimum bid for the property is \$3,800. **Commissioner Zuckerman** made a Motion to bid \$3900 as a way to consolidate the District’s ownership in the Ellis Creek watershed and to benefit the District’s rate payers. Motion was seconded by **Commissioner Pfohman**. The Motion carried unanimously.
- Regional Hazard Mitigation Plan – Information item – The current 10-year plan expires in 2025. King County’s Office of Emergency Management has asked the District to participate in updating the plan with other planning partners. Participation is expected to require 40 to 60 hours over the next 14 – 18 months. Staff time will likely be reimbursed through a grant obtained by King County. More details will be provided at a kick-off meeting prior to the end of 2023.
- Legal Counsel – Discussion/Action item – **General Manager Martinak** suggested retaining Inslee Best as the District’s primary legal counsel. Loren Dunn of Beveridge & Diamond PC has been assisting the District in legal matters, but Inslee Best has more experience and expertise in matters relating to water districts. The Board agreed that it was an option worth exploring. General Manager Martinak will contact Inslee Best to further explore this option.
- Manganese Removal Research Project – Information item – Oregon State University has applied for an EPA grant to explore manganese removal options for small water systems and has invited the District to participate. A letter of support for the project was sent to OSU. Details to be worked out upon OSU being awarded the grant.

Old Business:

- Staffing – Information item – Continuing to meet with applicants and explore staffing options.
- Hazardous Tree/Encroachment
 - Tree Removal – Information Item – Tree has been delimbed with trunk yet to be taken down. Latest estimate for completion is 11/30/2023.
 - Line Survey – Information Item – The surveyor has shared preliminary sketches that indicate encroachments onto District property by two neighboring property owners. Once the completed report has been received, it will be shared with legal counsel for advice on how to proceed and a meeting will be arranged with the property owners and **General Manager Martinak**.
- Labor negotiations - Information item – Since agreeing to PERC mediation, IUOE has not provided what issues/Tentative Agreements to be discussed. **OIRC Wahanik**

indicated that one of the union representatives has been on holiday, delaying the response.

- Drinking Water State Revolving Fund Loan Contract – Information item – The loan contract has been signed by all parties and filed with the Department of Health. **General Manager Martinak** will contact Gray & Osborne for an update on the status of revisions made to the construction set of drawings and to schedule a kick-off meeting for the project. **Commissioner Weller** offered to assist with project management.

Next Meeting – Wednesday, December 13th, 2023.

There being no further business to come before the Board, **Commissioner Pfohman** made a motion to adjourn the meeting at 8:06. **Commissioner Weller** seconded, and the motion carried unanimously.