

Water District 19
Board of Commissioners Meeting
February 11, 2025

Regular Meeting 6:00 PM

Commissioner Mike Weller called the Regular Meeting to order at 6:02 PM. Those also in attendance were **Commissioners Robin Pfohman, General Manager John Martinak, Operator in Responsible Charge Armin Wahanik** and **Office Administrator Melody Snyder**. Also, by ZOOM conferencing, **Commissioner Zuckerman** and Frederick Granado, Integrity Information Services, and in person, Alex Bruell from The Vashon Beachcomber.

6:02 PM Call to Order – **Commissioner Weller**

Data Backup/Storage Proposal: Frederick Granado (Zoom) of Integrity Information Services was present via Zoom to speak to the Commissioners concerning the rising costs of data storage, the current aging backup system, and to discuss the District’s plan moving forward to prevent any data being compromised. **Commissioner Weller** made a motion to accept Integrity Information’s proposal, with coverage for 5 fewer workstations. **Commissioner Zuckerman** seconded the motion, and the motion passed unanimously.

Approval of Previous Meeting Minutes – Tuesday, January 14th, 2025, Regular Meeting. **Commissioner Pfohman** made a motion to approve the minutes as amended, **Commissioner Weller** seconded. Motion carried unanimously.

Review of Vouchers/Warrants/Electronic Payments – Maintenance Fund Vouchers #28052 through #28075 totaling \$36,905.17. **Capital Improvement Fund Voucher #12342** totaling \$3,388.54. **Payroll Warrants #4412 through #4426** totaling \$48,34682 and **Payroll EFT Direct Deposits** totaling \$15,152.68 dated 01/16/25 and 02/03/25. **Electronic payments** dated 01/17/25, 02/04/25 and 02/07/25 totaling \$8,913.55 and Department of Revenue payment for \$5,931.37. **Commissioner Pfohman** made a motion to approve the vouchers as submitted. **Commissioner Weller** seconded. **Commissioner Zuckerman** abstained as he was unable to review the Vouchers. Motion carried.

System Operations Report – OIRC Wahanik – Reported that another zero-usage customer requested a new water service installation. It will be installed on Wednesday, February 12th. He has been training the other operators on how to operate treatment plant. Operations Technician 4 Helen Westphal started February 10th. **OIRC Wahanik** has been working on getting her caught up with operational changes since she was last employed by the District in 2020.

Financial Report – General Manager Martinak – Profits & Losses were nearly equal for January. Typically, January expenses are higher than revenue. The operating ratio for the previous 12 months is at 1.31. Projected expenses for 2025 are estimated to be ~\$2,400,000, with an expected deficit of approximately \$400,000, largely due to back rent fees for use of King

County ROW. **Commissioner Zuckerman** made a motion to adopt the proposed budget for 2025. **Commissioner Pfohman** seconded, and the motion passed unanimously.

New Business

- Unrecognized Water Unit from Island Mutual Water – A property owner within the District’s service area has presented a certificate of membership issued by Island Mutual Water System. Water District 19 acquired the Island Mutual Water System in 1969, agreeing to honor all “shares” issued at that time, whether connected to the system or not. The property owner is interested in obtaining a water unit from the District and connecting to the system. The Board postponed the discussion until the District’s legal counsel could review the information provided by District staff and offer advice on how best to proceed.

Old Business:

- King County Comp Plan Updates – **Commissioner Weller** arranged to meet with General Manager Martinak and King County Councilmember Teresa Mosqueda’s aide and other King County staff on 02/20/2025. The District intends to voice concerns over proposed changes to the County’s Comprehensive Plan and the impact these changes may have on the District and other small Public Water Systems.
- KC Franchise Amendment: **General Manager Martinak** reported that King County may have overestimated the amount of ROW occupied by District infrastructure and is appealing the assessment. **General Manager Martinak** will share District maps with King County to support a reduction in the assessed rental fee.
- Water Unit Allocation Policy – The initial response from District legal counsel on proposed changes to the existing allocation policy was distributed to the commissioners prior to the meeting. **Commissioner Weller** suggested that a special meeting with legal counsel is needed for clarification. The commissioners tasked **General Manager Martinak** with checking on our attorney’s availability for a Special Meeting on 02/26/2025.
- Treatment Plant Wastewater/Recycle Pond Issues– G & O has resubmitted the proposed pond cover to DOH for approval. Once approved, **General Manager Martinak** will notify the vendor to proceed with the order.
- Staffing – Update/Information Item – Helen Westphal started Monday, 02/10/2025. **General Manager Martinak** will be offering the position of Supervisor, Customer & Administrative Services to the chosen candidate this week.

Next Regular Meeting is scheduled for Tuesday, March 11th at 6:00 PM. A Special Meeting was tentatively scheduled for Wednesday, February 26th at 5:30 PM to discuss changes to the District’s allocation policy.

There being no further business to come before the Board of Commissioners, Commissioner Pfohman made a motion to adjourn the regular meeting at 8:03 PM; Commissioner Zuckerman seconded, and the motion passed unanimously.