

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Tuesday, February 11, 2014

REGULAR MEETING
4:30 PM

A regular meeting of the Board of Commissioners was held at the district office. Those in attendance were President **Richard Bard**, Commissioners **Bob Powell** and **Jenny Bell**, General Manager **Jeff Lakin**, Operations Lead **Armin Wahanik** and Office Administrator **Melody Snyder**. Visitors present were Len Lofland, Bill Moyer and representing RH2 Engineers, Kyle Pettibone.

Meeting came to order at 4:30 PM

1. VISITOR BUSINESS

- Len Lofland – Questioned the policy change on the waiting list procedures. He requested to have his position remain on the list due to financial reasons. The Board took no action on his request.
- Tank Farm Booster Pump Design reports – Kyle Pettibone of RH2 gave a presentation on the pressure and pump station improvements at the request of the Board. Thrust of the station design was access to dead storage in the million gallon tank for meeting peak demands and fire flow. Additional topics discussed were stored water quality and the cost to construct the booster pump station. **Commissioner Powell** suggested conservation methods as an alternative and less expensive strategy for dealing with ‘peak usage’ demands and suggested further discussion on this issue. No action was taken at this time.

2. BOARD DISCUSSION/ACTION

- Water Quality – Disinfection by products DBP’s – the Board and staff discussed sources of DBP precursors (natural organic matter) and available mitigation strategies to potentially reduce DBP levels further. **Commissioner Bell** has asked for ways to develop more communication to the public on discussion topics relating to water quality.
- Contamination within district boundaries. The Board and staff discussed the K2 ‘Environmental Site Assessment reports’ and K2s presence on DOE’s ‘known contaminated sites’ list which was brought to the District’s attention by Bill Moyer last week. The Board acknowledges that this information has been received and authorized **General Manager Lakin** to draft a letter to the Department of Ecology to receive updated information on possible follow-up remediation. **Commissioner Bell** will contact the Beachcomber on the Board’s behalf with a statement on the issue.

At this time, **Commissioner Bell** made a proposal to increase the number of Commissioner Meetings from one per month to two per month due to the lack of time to accommodate important discussions about changes in policies in the standard monthly meetings. The second meeting would be set on the fourth Tuesday of the Month. **Commissioner Powell** agreed with the proposal but to limit the time frame to the next three months starting February 25th at 10 AM. The proposal passed unanimously.

- Emergency Planning – **Commissioner Bard** thanked **General Manager Lakin** for submitting answers to the Washington Association of Sewer and Water Districts Emergency Response Plan review questions.
- Waiting List policy Resolution – The draft Resolution was reviewed; no action was taken at this time.

- Funds Transfer Resolution – **Commissioner Bard** made a Motion to approve Resolution #1156 approving the reimbursement of \$30,636.79 from the Construction Fund to the Deprecation Fund; **Commissioner Bell** seconded the Motion. Motion passed unanimously.
- Digital communications with customers and email – **Commissioner Bell** will be drafting a letter she has requested be inserted into the next two billing cycles informing district customers of our desire to communicate with them electronically and the availability of electronic billing services.
- Commercial connection policy – signing of approved Resolution #1156 at the January 23rd, 2014 Special Meeting postponed until next meeting.
- Approval of minutes – Tuesday, January 14 and Thursday, January 23, 2014 – postponed for further discussion.

3. OPERATIONS REPORT

- January production typical. Below average rainfall not affecting demand. Morgan Hill well has not been running and the storage tank is drained. Will start it back up in May. Will be running the wells this week.

4. ADMINISTRATIVE REPORT

- Medical rates – The renewal quotation for medical insurance shows an increase of 19%. **General Manager Lakin** is looking at options.
- Vashon Meadows Well assumption – end of February the district should have the final report.
- Water unit liquidation status – Letters were sent out to the top 15 applicants on the waiting list.

5. SIGN APPROVED MINUTES IN BOOK

6. SIGN RESOLUTIONS

7. SIGN VOUCHERS

Commissioner Bard made a Motion to conclude the meeting at 7:55 PM; **Commissioner Bell** seconded the Motion. Motion passed unanimously.