

Water District 19
Board of Commissioners Meeting
May 14, 2024

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**. Guests in attendance were John Owen, Matthew DuFresne, Matt Harvey, and Dianne Krouse

6:00 Call to Order – **Commissioner Zuckerman**

Approval of Previous Meeting Minutes – Tuesday, April 9th, 2024 – Regular Meeting. **Commissioner Weller** made a motion to approve the minutes as amended and seconded by **Commissioner Pfohman**. Motion unanimously approved.

System Operations Report – OIRC Wahanik – The first round of PFAS sampling for all sources came back as “non-detect”. Additional sampling will occur to confirm this result. The Consumer Confidence Report is almost complete for July 1st delivery to customers. The draft will be distributed for review and editing. Customer complaints and calls reporting discolored water remain low. Water main flushing to begin this week. Chlorine dosage has been raised slightly in hopes of improving the chlorine residual in the far reaches of the distribution system. Water quality is being monitored during this pilot to determine what impact higher chlorine dosage may have on Disinfection Byproducts. Routine cleaning and inspection of the storage tanks has been completed. The final report has not yet been received. The annual aquifer recharge test will take place after flushing is complete. If flushing extends into peak demand season, the aquifer recharge test will be conducted in the fall.

Financial Report – General Manager Martinak – Through April, revenue is breaking even with expenses. This is typical during low water use/low-income billing periods. \$20,000 continues to be moved into the Capital Improvement Fund each month. Pending bills include \$10k for the tank cleaning; >\$10k vacation/sick leave payout to exiting employee.

New Business

- Staffing – Lead Operator Keith Kassik’s last day was May 13th. Unfortunately, a lot of institutional memory will be lost when he leaves. He’s worked for the district for almost 22 years. General Manager Martinak will be advertising the vacant position.
- 216th Main Replacement: Project Management – The bid package is nearly ready for distribution. Gray & Osborne is finalizing the specifications for review/approval. Since Lead Operator Kassik is no longer with the District, G & O will be picking up some of field inspection work as part of project management duties.
- Lead Service Line Inventory Requirement – Gray & Osborne submitted a bid of \$12,000 to perform this work. With the >95% of service connections not located on GIS, it is

believed that the District can complete this task inhouse. Compliance requires the inventory be complete by 10/16/2024.

Old Business:

- 2024 Water unit Allocation/2023 Water Unit Buy-Back List – Discussion – **Commissioner Zuckerman** provided a short recap on last month’s meeting concerning water unit allocations and the extension of last year’s buyback list to the end of July. The Board then received questions, comments and recommendations from guests in attendance. No decisions were made.
- Next Steps – **Commissioner Zuckerman’s** High School presentation scheduled for the June 11th meeting. The board is aiming to make a decision at the July meeting, prior to the buyback list extension expiring at the end of July.
- Encroachment – Awaiting an offer and line adjustment proposal from one of the parcel owners. The second parcel owner has asked for an extension of the deadline to vacate or purchase the portion of the District’s property that they currently occupy. The extra time is to allow for another survey to verify the identified location of the boundary line and existing easement. General Manager Martinak to follow up with the District’s attorney.
- CBA Ratification – **Commissioner Weller** made a motion to adopt the 2024 – 2026 union contract; and seconded by **Commissioner Pfohman**. Motion unanimously approved.

Review of Vouchers/Warrants/Electronic Payments – Maintenance Fund Vouchers #27781 through #27814 totaling \$51,936.62. Capital Improvement Fund Voucher #12316 totaling \$1,454.27. Payroll Warrants #4274 through #4290 totaling \$41,960.07 and Payroll EFT Direct Deposits totaling \$14,212.74 dated 04/16/24 and 05/01/24. Electronic payments dated 04/18/24, 05/02/24 and 05/13/24 & 05/16/24 totaling \$10,231.23 and Department of Revenue payment for \$6,748.27. Commissioner Weller made a Motion to approve the vouchers as submitted and seconded by Commissioner Pfohman. Motion unanimously approved.

Schedule Next Meeting – June 11, 2024. Commissioner Zuckerman will be out of town and will be joining the meeting via ZOOM conferencing.

At 7:48 PM, **Commissioner Zuckerman** announced that the Board of Commissioners will meet in Executive Session until 8:30 PM to review the performance of a public employee as allowed by RCW 42.30.110(1)(g).

The Board is not expected to take further action following the Executive Session.

At 8:20 PM the Board came out of Executive Session and called the regular meeting back to order.

Adjournment:

There being no further business to come before the Board, **Commissioner Pfohman** moved to adjourn the meeting at 8:22 PM. **Commissioner Weller** seconded, and the motion carried unanimously.