Minutes

King County Water District 125 Commissioner's Meeting

Thursday, January 25, 2001

1. Call to order
The open public meeting was called to order at 4:00 PM at the District's offices.

Present were: Commissioners Gary Johnson, Michael Hihn, and John Thompson
Staff: Ann Wilson, Jamie Mann and Russ Austin, Guest: Peter Laney

2. Minute and voucher approval
Motion made, second and carried the January 11, 2001 were approved. Voucher audited and certified by the RCW 42.040.090 have been made available to the Board. By motion made, seconded and carried vouchers 15349 - 15369 for the amount of $51,821.59 were approved for payment.

3. Letter requesting credit for leak
Wm Stocks rental house at 4004 South 150th had a large bill reflecting a leak and requesting relief. By motion made, seconded and carried, a draft letter stating the District does not have a policy for leak adjustments and that the State Auditor does not allow the District to accept payment arrangements as it is a Public entity with public funds and does not have the authority for assessing interest. The draft was approved and after stating the RCW will be signed by Russ Austin sent to the customer.

4. Peter Laney, VEBA
Peter Laney explained VEBA for Washington Public Employees; what it is and fielded questions from the Board.

5. Resolution/VEBA
After a lengthy discussion the Board of Commissioners approved participation in the Voluntary Employees Benefit Association. Motion made. seconded and approved, to accept and sign Resolution 01 01 11 – 332, A Resolution authorizing the establishment of a medical savings account Voluntary Employee Beneficiary Association ("MSA/VEBA) Plan for King County Water District 125 employees effective January 25, 2001. Unanimously approved and signed.

6. Sick Leave
The Board held discussion regarding sick leave time accrued but not paid at the time of separation/retirement. The current sick leave policy states employees will be compensated for a maximum of 240 sick leave at the time of retirement. The Board recognizes that certain employees have accrued in excess of 240 hours and offer such employees one-time 50% cash out to fund VEBA. Certain employees will then have an accrued balance of 240 hours.

District Superintendent Russ Austin accepted the offer on behalf of the employees involved. Cash Out Summary to be expensed is attached

7. Sick Leave
After further discussion Commissioner Hihn suggested that the sick leave policy be adjusted to reflect a maximum of 960 hours sick leave that may be accrued, with 50% to be cashed out to VEBA on a monthly basis. Motion was made and carried to approve the following attached Sick Leave Policy effective January 25, 2001.

8. Superintendent
The Superintendent discussed other miscellaneous District business.

9. Adjournment
By motion made, seconded and carried, the meeting was adjourned.

Gary L. Johnson

John E. Thompson

Employee	Accrued Hours ending December 31, 2000	Total Number of to Remain As Liability	Total Number of Hours to Fund VEBA (50%)
Austin, Russell	1008.0	240.0	384.0 $11,961.60
Wilson, Ann	1246.0	240.0	503.0 $14,798.26
Parsons, Mark	776.0	240.0	268.0 $7,268.16
Total to be expensed			$34,028.02

SICK LEAVE POLICY

Regular full-time employees shall accrue sick leave at the rate of eight hours per month for each month worked from the employee's date of hire.

After one year (12 months) of continuous full time employment an employee will cash out on a monthly basis 50% of accrued sick leave, thus cash out to be vested with the Voluntary Employees Beneficiary Association (VEBA) at the current rate of pay. Upon separation from employment through voluntary resignation or retirement an employee shall receive pay for maximum of 960 accrued sick leave hours. Accrued excess of 960 hours will be paid at 100% contribution to VEBA fund. Thus being said the following is an example of accrued sick leave with no usage.

Accrual Period Years of Service/Employment	**Earned Sick Leave (8 Hours Monthly)**	**VEBA Contribution (Monthly)**	**Total Accrued**
One Year/One Month Thirteen Months	104 hours	52 hours	52 hours
Fourteen Month	8 hours	4 hours	56 hours
Fifteen Months	8 hours	4 hours	60 hours
Sixteen Months	8 hours	4 hours	64 hours
Seventeen Months	8 hours	4 hours	68 hours
Eighteen Months	8 hours	4 hours	72 hours
Nineteen Months	8 hours	4 hours	76 hours
Twenty Months	8 hours	4 hours	80 hours
Twenty Two Months	8 hours	4 hours	84 hours
Twenty Three Months	8 hours	4 hours	88 hours
Twenty Four Months	8 hours	4 hours	92 hours
Year Two:	96 hours	48 hours	140 hours
Year Three:	96 hours	48 hours	188 hours
Year Four:	96 hours	48 hours	236 hours
Year Five:	96 hours	48 hours	284 hours
Year Six:	96 hours	48 hours	332 hours
Year Seven:	96 hours	48 hours	380 hours
Year Eight:	96 hours	48 hours	428 hours
Year Nine:	96 hours	48 hours	476 hours
Year Ten:	96 hours	48 hours	524 hours
Year Eleven:	96 hours	48 hours	572 hours
Year Twelve:	96 hours	48 hours	620 hours
Year Thirteen:	96 hours	48 hours	668 hours
Year Fourteen:	96 hours	48 hours	716 hours
Year Fifteen:	96 hours	48 hours	764 hours
Year Sixteen:	96 hours	48 hours	812 hours
Year Seventeen:	96 hours	48 hours	860 hours
Year Eighteen:	96 hours	48 hours	908 hours
Year Nineteen:	96 hours	48 hours	956 hours
Year Twenty and one month	8 hours	4 hours	960 hours
Over Twenty Years + one month	96 hours	96 hours	960 hours

The following is the VEBA distribution funding for February 2001

	CASHOUT	MONTHLY	TOTAL
Austin, Russell	$11,961.60 +	$124.60 =	$ 12086.20
Parsons, Mark	$7,268.16 +	$108.48=	$ 7376.64
Ann Wilson	$14,798.26+	$117.68=	$ 14,915.94
Jamie Mann		$ 94.24=	$ 94.24
Dave Burleson		$ 72.92=	$ 72.92
	Total Check		$ 34,545.94

SICK LEAVE POLICY

Regular full-time employees shall accrue sick leave at the rate of eight hours per month for each month worked from the employee's date of hire.

After one year (12 months) of continuous full time employment an employee will cash out on a monthly basis 50% of accrued sick leave, thus cash out to be vested with the Voluntary Employees Beneficiary Association (VEBA) at the current rate of pay. Upon separation from employment through voluntary resignation or retirement an employee shall receive pay for maximum of 960 accrued sick leave hours. Accrued excess of 960 hours will be paid at 100% contribution to VEBA fund. Thus being said the following is an example of accrued sick leave with no usage.

Accrual Period Years of Service/Employment	**Earned Sick Leave (8 Hours Monthly)**	**VEBA Contribution (Monthly)**	**Total Accrued**
One Year/One Month Thirteen Months	104 hours	52 hours	52 hours
Fourteen Month	8 hours	4 hours	56 hours
Fifteen Months	8 hours	4 hours	60 hours
Sixteen Months	8 hours	4 hours	64 hours
Seventeen Months	8 hours	4 hours	68 hours
Eighteen Months	8 hours	4 hours	72 hours
Nineteen Months	8 hours	4 hours	76 hours
Twenty Months	8 hours	4 hours	80 hours
Twenty Two Months	8 hours	4 hours	84 hours
Twenty Three Months	8 hours	4 hours	88 hours
Twenty Four Months	8 hours	4 hours	92 hours
Year Two:	96 hours	48 hours	140 hours
Year Three:	96 hours	48 hours	188 hours
Year Four:	96 hours	48 hours	236 hours
Year Five:	96 hours	48 hours	284 hours
Year Six:	96 hours	48 hours	332 hours
Year Seven:	96 hours	48 hours	380 hours
Year Eight:	96 hours	48 hours	428 hours
Year Nine:	96 hours	48 hours	476 hours
Year Ten:	96 hours	48 hours	524 hours
Year Eleven:	96 hours	48 hours	572 hours
Year Twelve:	96 hours	48 hours	620 hours
Year Thirteen:	96 hours	48 hours	668 hours
Year Fourteen:	96 hours	48 hours	716 hours
Year Fifteen:	96 hours	48 hours	764 hours
Year Sixteen:	96 hours	48 hours	812 hours
Year Seventeen:	96 hours	48 hours	860 hours
Year Eighteen:	96 hours	48 hours	908 hours
Year Nineteen:	96 hours	48 hours	956 hours
Year Twenty and one month	8 hours	4 hours	960 hours
Over Twenty Years + one month	96 hours	96 hours	960 hours