

**MINUTES  
KING COUNTY WATER DISTRICT No. 125**

Wednesday, April 9, 2014

Commissioner Thornton called the meeting of the King County Water District No. 125 Board of Commissioners to order at 10:00 a.m. at the District Office located at 3460 S 148<sup>th</sup> ST STE 110, Tukwila, Washington.

**Present:**

**Commissioners:** Jerry Thornton, President, John Thompson, Commissioner and Jim Rick, Secretary  
**Staff:** Shane Young, Office Manager, Dylan Bailey, Field Technician

**Auditor:** Evans Anglin

**Agenda:** The agenda was unanimously approved as written.

**Audit Exit Conference:** Anglin presented the Board with exit audit reports. Anglin reported that the District had another clean audit with no exit findings. The Board thanked Anglin for his work at the District.

**Minutes:** Commissioner Rick made a motion to approve the minutes of the March 26, 2014 board meeting as amended. Commissioner Thompson seconded the motion which carried unanimously.

Commissioner Rick made a motion to approve the minutes of the April 2, 2014 board meeting as written. Commissioner Thompson seconded the motion which carried unanimously.

**Vouchers:** Maintenance vouchers numbered 25911-25935 in the amount of \$96,967.64, payroll vouchers 2269-2272 in the amount of \$6,822.22 and EFT vouchers number 2272-2278 and 25936-25940 in the amount of \$64,472.10 were presented for review. Commissioner Thompson made a motion to approve the vouchers; the motion was seconded by Commissioner Rick and was carried unanimously.

**Field Technician Report:** Bailey reported to the Board on the progress of setting up the District's GIS system. Bailey noted that requiring all new construction contracts completed within the District to require CAD files will help increase the accuracy of GIS. The Board requested that Bailey present the GIS software at a future meeting.

**Office Manager Report:** Young informed the Board that the office staff is working to create new emergency notifications for District customers in the case of an emergency or boil water notice. Young requested permission to hire translators to translate the notices into the most used languages in the District. The Board directed staff to work with a translator to get the notices completed.

Young reported to the Board that the District's medical provider, Washington State Health Care Authority, ran and operated by PEBB (Public Employees Benefit Board) has created a \$25 surcharge for all public employees that use tobacco products. In addition, a \$50 per month surcharge is levied against employees that have their spouse or partner covered under the District's policy if that spouse is eligible for insurance from their own employer.

After a short discussion, Commisisoner Rick made a motion to approve a \$25 or \$50 payroll deduction for any employee being charged one or both of the PEBB surcharges. Commissioner Thompson seconded the motion which carried unanimously.

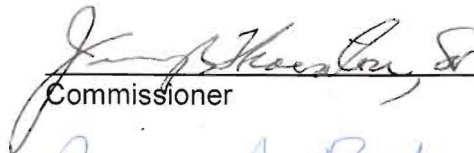
Young informed the Board that the District's copier machine is no longer under warranty. Xerox has discontinued support for the model of copier the District owns. Young noted that the machine was serviced in the last month and should operate effectively for several more months.


Young reported to the Board that Microsoft has discontinued support for Windows XP machines. Young noted that 2 of the District's computers still operate on Windows XP and have become a security risk for the District. The Board directed Young to replace the machines.

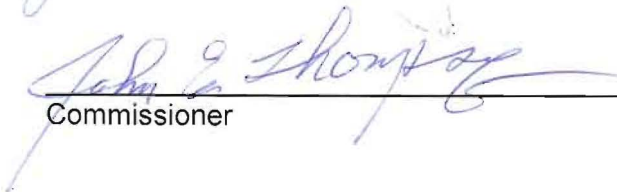
Young presented a request from account 08830-0 for a second leak adjustment in a 5 year period. Young noted that the District policy is that only one leak adjustment is allowed per property owner in a 5 year time span. After a brief discussion, the board denied the request.

**Commissioner Report:** Commissioner Thompson reported on his attendance of the WASWD Retro Committee Meeting.

**Adjournment:** Commissioner Thompson made a motion to adjourn the meeting; the motion was seconded by Commissioner Rick and carried unanimously. The meeting was adjourned at 11:20 a.m.

  
Commissioner

  
Commissioner

  
Commissioner