

**BOARD MEETING MINUTES  
KING COUNTY WATER DISTRICT NO. 125**

Wednesday, June 10, 2020

Commissioner Blanchette called the Board 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:** John Thompson, Commissioner

**Staff:** Shane Young, General Manager, Claudia Suseyi, Comptroller

**Teleconference:** Renea Blanchette, Commissioner

**Absent:** Jerry Thornton, President

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

**Approval of Meeting Minutes:** Commissioner Thompson made a motion to approve the March 11, 2020 Board meeting minutes as written. Commissioner Blanchette seconded the motion, which carried unanimously.

Commissioner Thompson made a motion to approve the March 25, 2020 Board meeting minutes as written. Commissioner Blanchette seconded the motion, which carried unanimously.

Commissioner Thompson made a motion to approve the May 13, 2020 Board meeting minutes as written. Commissioner Blanchette seconded the motion, which carried unanimously.

**Approval of Vouchers:** March 25, 2020 Maintenance vouchers numbered 29491-29511 in the amount of \$115,772.80 were presented to the Board for review and approval. Commissioner Thompson made a motion to approve the vouchers. Commissioner Blanchette seconded the motion, which carried unanimously.

April 8, 2020 Maintenance vouchers numbered 29512-29530 in the amount of \$35,835.21, EFT vouchers numbered 3027-3036, 29531-29535 in the amount of \$95,226.06, and Payroll vouchers numbered 3025-3026 in the amount of \$537.72 were presented to the Board for review and approval. Commissioner Thompson made a motion to approve the vouchers. Commissioner Blanchette seconded the motion, which carried unanimously.

April 22, 2020 Maintenance vouchers numbered 29536-29551 in the amount of \$103,066.68 were presented to the Board for review and approval. Commissioner Thompson made a motion to approve the vouchers. Commissioner Blanchette seconded the motion, which carried unanimously.

May 13, 2020 Maintenance vouchers numbered 29552-29573 in the amount of \$127,169.08, and ETF Vouchers numbered 3037-3044, 29574-29576 in the amount of \$80,263.51 were presented to the Board for review and approval. Commissioner Thompson made a motion to approve the vouchers. Commissioner Blanchette seconded the motion, which carried unanimously.

May 27, 2020 Maintenance vouchers numbered 29577-29591 in the amount of \$7,232.73 were presented to the Board for review and approval. Commissioner Thompson made a motion to

approve the vouchers. Commissioner Blanchette seconded the motion, which carried unanimously.

June 10, 2020 Maintenance vouchers numbered 29592-29616 in the amount of \$259,177.38, EFT vouchers numbered 3047-3055, 29617-29619 in the amount of \$80,545.63, and Payroll vouchers numbered 3045-3046 in the amount of \$472.31 were presented to the Board for review and approval. Commissioner Thompson made a motion to approve the vouchers. Commissioner Blanchette seconded the motion, which carried unanimously.

**General Manager Report:** Young updated the Board on the status of operations for the District office and staff. Following the proclamation from Governor Jay Inslee, the District office remains closed to face-to-face interactions with the public until King County enters Phase III. Young anticipates the office could re-open to the public in mid-July. Young hopes to have more updates in the weeks to follow.

Young informed the Board he has been in communication with the Teamsters Union to draft a temporary contract for retired Administrative Tech Laura Marrone to return to work as a contract laborer. Young noted that training for the administrative technician had been impacted by COVID-19 and she required further training. Young noted that the contract will be limited in duration to one month.

Young presented the Board with a leak adjustment request from a customer who had a large leak spanning two billing cycles. It is District policy that any additional leak adjustment in a 5-year span must be approved by the Board of Commissioners. Since the leak occurred over two billing cycles this would be two separate leak adjustments. Commissioner Thompson made a motion to approve the second leak adjustment for the customer. Commissioner Blanchette seconded the motion, which carried unanimously.

Young noted the District is following Governor Jay Inslee's proclamation banning utilities charge penalties, disconnect or shut off utilities until termination of the COVID-19 State of Emergency or 11:59 PM on July 28, 2020. Young is working with legal counsel to consider if it is possible to delay charging customers penalties, disconnections or shut off's through the end of 2020.

Young informed the Board of Valley View Sewer District board of commissioners voting to cancel the Water-Sewer condominium association meeting on June 25, 2020 since the joint open house has been cancelled. The District also agrees on cancelling the June 25, 2020 condo association meeting.

Young informed the Board of future meeting dates:

June 24, 2020 - Board Meeting 10:00 AM via teleconference

**Adjournment:** Commissioner Thompson made a motion to adjourn the Board meeting. The motion was seconded by Commissioner Blanchette and carried unanimously. The meeting was adjourned at 10:39 AM.

  
Commissioner

  
Commissioner