

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

Wednesday, August 8, 2018

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, Renea Blanchette, Secretary

**Staff:** Shane Young, General Manager, Dylan Bailey, Superintendent, Claudia Suseyi, Comptroller

**Consultants:** Dave Hutley, PACE Engineers

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

**Minutes:** Commissioner Thompson made a motion to approve the July 25, 2018 meeting minutes as written. Commissioner Blanchette seconded the motion, which carried unanimously.

**Vouchers:** Maintenance vouchers numbered 28564-28583 in the amount of \$192,381.59, EFT Voucher numbered 2804-2812 and 28584-28587 in the amount of \$87,125.67, and Payroll Vouchers numbered 2802-2803 in the amount of \$1,770.93 were presented to the Board for review and approval. Commissioner Thompson made a motion to approve the vouchers. The motion was seconded by Commissioner Blanchette, which carried unanimously.

**Consultant Report:** Hutley reported on the progress of the Rendering Plant capital improvement project. Hutley hopes to have the project out to bid by August 9, 2018.

Hutley informed the Board of PACE Engineers are waiting for the work expectations from City of Seatac on the Military Road work. The 152<sup>nd</sup> and Military project will be a future development.

**Superintendent Report:** Bailey reported on the field crew replacing a 4" meter at 12400 East Marginal Way S. The crew installed shackle-rodging restraints and a new vault lid.

Bailey informed the Board of a 3" meter replaced at Cascade View Elementary. The private contractor is replacing the private domestic service from the meter to the school.

Bailey noted that the field crew has been working on dead-end flushing in our District. The District has a total of 60 dead-ends and these flushes are performed annually. The crew aims for flushing 18-20 dead-ends a month as time allows.

Bailey reported on the UCMR water samples that the staff has collected over the past few months. Bailey anticipates the number of samples collected to decrease in the fall. These water samples are completed by the District every 3 years.

Bailey presented the Board with the final report from USA Leak Detection for the surveying performed at the District from June 25-29, 2018. The report shows roughly 75% of the District was surveyed for leaks. The area of the District not surveyed by USA Leak Detection is completed by the field crew as part of the District's regular maintenance.

Bailey informed the Board that SCI Construction working on the Glacier View Developer Extension, broke one of our valves and caused an emergency shutdown for roughly 3 hours at S 142<sup>nd</sup> ST on August 06, 2018.

Bailey informed the Board that Skyridge Developer Extension will submit their performance bond and have the pre-con in one to two weeks. 38 Homes are being developed.

**General Manager Report:** Young presented the Board with a handout from the Employment Security Department explaining the new Family and Medical Leave Program that will go into effect January 1, 2020. Suseyi explained the program will be funded by premiums paid by both employees and employers. Premium assessments of 0.4% from each employee paycheck are to be collected and submitted to Employment Security Department; along with employee wages and hours worked, beginning January 1, 2019. The guidelines for employers remitting payments and shared premium responsibilities are still being determined. Once all employer requirements are finalized, staff will make a recommendation to the Board.

Young reported on the August 1, 2018 oral ruling from King County Superior Court Judge Samuel Chung stating King County cannot charge the proposed utilities rent for the use of county roads and right-of-way's.

Young suggested to the Board the possibility of installing a new chlorine sampling station in a different zone within the District in the future. Having another sampling station would benefit the District in monitoring pressure zones.

Young noted the Washington Finance Officers Association annual conference takes place at the same time as the Washington Association of Sewer & Water District's fall conference; September 19-21, 2018 and he will not be able to attend. Young plans to attend a Washington Finance Officers Association training class at a future date to learn of new GASB changes. Claudia Suseyi will attend the WFOA conference on behalf of the District.

Young informed the Board that the District's annual audit for fiscal year of 2017 has been scheduled for September 24, 2018. The audit is scheduled to last two weeks. Young also presented the Board with a letter from Washington State Auditor, Pat McCarthy, outlining an increase in the state's billing rates for the mentioned audits.

Young reminded the Board of the upcoming Washington Association of Sewer & Water District's Fall Conference in Spokane on September 19-21, 2018. Due to the driving distance, all three Commissioners and Superintendent have elected to fly to the conference to save the District travel costs.

Young notified the Board of the new Charter Impact School nearing construction completion. They will open their doors to local kindergarteners and 1<sup>st</sup> graders on August 27, 2018. The school is located next to the District and staff expects more traffic flow in the area.

**Commissioners Report:** Commissioner Blanchette will be out of town on August 22, 2018 and asked we move the scheduled board meeting to August 21, 2018. Commissioner Thompson made a motion to cancel the August 22, 2018 board meeting. Commissioner Blanchette seconded the motion which carried unanimously. Commissioner Thompson made a motion to hold a special board meeting on August 21, 2018 at 10:00 am to conduct normal district business. Commissioner Blanchette seconded the motion, which carried unanimously.

**Executive Session:** Commissioner Thompson requested an executive session to discuss collective bargaining and potential litigation per RCW 42.30.110. Commissioner Blanchette seconded the motion, which carried unanimously. Before convening the executive session at

11:10 am, President Thornton advised that the executive session would be concluded at approximately 11:25 am. The Commissioners and Young attended the executive session. At 11:23 am the executive session was concluded and the open public meeting was reconvened.

**Adjournment:** Commissioner Blanchette made a motion to adjourn the meeting. The motion was seconded by Commissioner Thompson and carried unanimously. The meeting was adjourned at 11:25 am.

  
Commissioner

  
Commissioner

  
Commissioner