MINUTES KING COUNTY WATER DISTRICT 125 Thursday, November 25, 2002

The meeting was called to order by the President, Gary Johnson.

Guest: Mr. Richard Jonson made a presentation for the law offices of Jonson & Jonson. Mr. Jonson stated their qualifications and fees for legal counsel. The Board thanked him for coming and stated he would be notified.

Present were

Commissioners: Jim Rick and Gary Johnson

Staff: Ann Wilson and Russ Austin

Consultants: Bob Stanton

Guests: Art Rosengren, John Milne

Appointment:

By motion made and seconded, the Board appointed John Thompson to Position 1.

Oath of office:

John Thomson was administrated the oath of office.

Approval of agenda: The agenda was modified. The District hearing on water meter installation charges was deleted as it is for the December 12, 2002 meeting. The agenda was approved as amended.

Minute and Voucher approval: The following minutes were approved as written, Minutes of August 8th, 2002, August 22, 2002, September 26, 2002, October 10th 2002, October 24, 2002. The minutes of November 14, 2002 were approved as written.

Vouchers 17768 - 17786 in the amount of \$16,441.65 were reviewed and approved as written.

Staff: Ann Wilson asked the Board if they wanted the minutes taped and they replied no it was not necessary.

Ann Wilson requested a drive by "drop in box" be installed in the parking lot for the convenience of the ratepayers in the District. The Board agreed and the staff will look into it.

Ann Wilson stated in the past two years the responsibilities and projects have increased significantly in the office. The office has added past due notices that are sent out monthly, auto pay that is done weekly, developer extensions, monthly and balancing the District books monthly instead of annually, filing and releasing liens. It is my recommendation that a full time position be added to the office and one part-time position be eliminated and recommend starting an Administrative Assistant position on January 1, 2003 at a salary of \$19.00 per hour plus benefits.

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By motion made and approved, the Board approved the full-time position of an Administrative Assistant effective January 1, 2003.

Russ Austin discussed the building of a new office at the shop location in the future and the site utility plans that need to be revised due to City of Tukwila code.

Guest: John Milne of Inslee, Best, Doezie & Ryder, Attorneys At Law, stated their interest to provide legal services. He stated their experience and fees. The District thanked him for coming and stated he would be notified of their decision.

Commissioners

By motion made and approved, the Board acknowledged the years of service Steve Moen has provided for the District. The District has endured many changes in the last 24 months. As of November 25, 2002 the Board unanimously voted to terminate Steve Moen as legal counsel for District 125 effective on November 26, 2002. It is with great regret that this change is necessary. The Board and staff thank him for his years of service.

By motion made and approved, the Board approved John Milne of Inslee, Bent, Doezie, & Ryder as the new legal counsel for the District effective December 26, 2002.

Motion made second and approved unamiously to sign a two year contract with Penhallegon & Associates. The contract was signed.

The Board expressed they wanted to adopt a policy that all meetings, other than the District's regular meetings, conferences and work shops, etc be approved by the Board. Payments for unapproved meetings, conferences, workshops, etc. will not be made.

Motion unanimously approved. Ann Wilson will confer with John Milne regarding a resolution for this policy.

James Rick Jahn

Adjournment

The meeting was adjourned at 5:45 PM.