

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

Wednesday November 26, 2008

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 148th ST STE 110, Tukwila, Washington.

Present:

Commissioners: Jerry Thornton, President, Jim Rick, Secretary and John Thompson, Commissioner **Staff:** Shane Young, Office Manager, David Brower, Field Foreman

Agenda: The agenda was unanimously approved as amended.

Minutes: Commissioner Thompson made a motion to approve the minutes of the November 12, 2008 board meeting as written. Commissioner Rick seconded the motion which carried unanimously.

Vouchers: Maintenance vouchers numbered 22542-22560 in the amount of \$66,712.51 were presented for review. Commissioner Thompson made a motion to approve the vouchers; the motion was seconded by Commissioner Rick and was carried unanimously.

Audit Letter: Milne informed the Board that as directed by staff he has completed the annual pending litigation letter to accommodate the state auditor.

TIB Relocation: Brower informed the Board that the City of Tukwila has awarded the contract for the Tukwila International Blvd.(TIB) relocation project to Merlino Construction. The bid for Water District 125's portion of the work is \$52,712.40. The Engineer estimated the work to be completed for \$44,276.00. Commissioner Thompson made a motion to approve the bid accepted by the City of Tukwila for the Water District's portion of the work; Commissioner Rick seconded the motion which carried unanimously.

Burleson Injury: Brower informed the Board that on November 17, 2008, maintenance worker, David Burleson was involved in a non work related car accident that injured his back. Burleson has provided a doctors note that requires Burleson not to lift more than 20 lbs and recommends he should be on light duty until December 18, 2008.

Brower added that Burleson didn't inform the Superintendent or himself regarding the accident and they were informally made aware of the situation via maintenance worker, Dylan Bailey.

Burleson called in on November 19, 2008 to report he would not be able to work until November 24, 2008.

The Board expressed a need to have a meeting with Burleson to discuss attendance and the need to inform a field manager in a timely manner when someone can't show up to work.

Commissioner Rick noted that he would like to meet directly with David Bureson to discuss the issue. After a brief discussion, the Board directed Brower to have Superintendent, Mark Parsons, meet with Bureson to discuss the matter. It was advised the staff consult legal council before the meeting.

154th SCI: Brower reported that a final punch list for the project should be ready soon.

2007 Financial Audit: Young reported that he is working with the state auditor's office to set up an exit conference for the District before the end of the year. The Board recommended Young set up the second Board meeting of the month around the exit conference.

Phones: Young informed the Board that AT&T can not currently transfer phone service from Integra due to the fact Valley View Sewer District owns the phone numbers. Young added that he has submitted a request to Valley View that will allow AT&T to switch the lines but a due date has not been determined.

Young reported that besides being unable to access the phone lines, Water District 125 currently has no control over the building's security, phone lines, automated lights or door timers.

Commissioner Rick questioned why Valley View has full control of the new administration building and its utilities. Young noted that the only access to the security system, automated lights and door timers is in Valley View's side of the office. Commissioner Rick requested that the issue be brought up at the next condominium meeting for the building.

Customer Concerns: Young informed the Board that legal council has been working with the Maple Apartments on the issue of over billing. The Board directed Young to contact legal council regarding the need to have a settlement with the Maple Apartments.

Commissioner Rick asked if the field crew was able to determine how many meters in the District serve two or more separate living units. Brower stated that some services lines are too long to accurately determine how many meters apply to the case of Edward Beck. Commissioner Rick noted that the only solution would be to have Mr. Beck install a second service and pay for two meters. The Board directed staff to write a letter to Mr. Beck explaining the option to buy a second meter but at this time it does not seem to be cost effective.

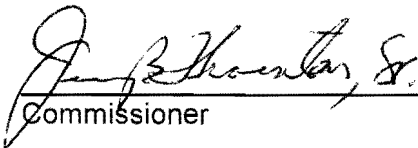
Gains and Losses: Young presented a spreadsheet detailing the new gains and losses through the fiscal years of 2004 – 2008. Young noted that the District had \$327,351.63 in the bank as of October 1, 2008. In the next 8 months the District has a projected \$320,000 in mandatory expenses not related to PWTF. The District currently expenses an average of \$160,000 a month in vouchers which includes payroll and the purchase of water. Young added that the new water rates should be reflected in the November revenue and he will update the Board at the next meeting.

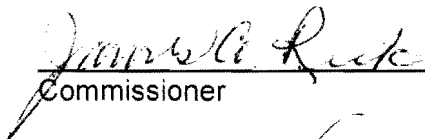
Holiday Party: Young presented a sample invitation for the Boards comments.

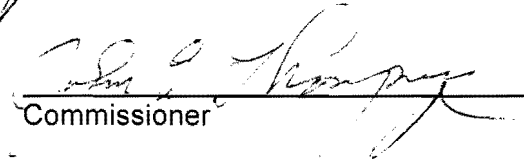
Commissioners: Commissioner Thornton reported on his attendance of the Emergency Preparedness Committee and the Government Relations Committee meetings.

Mutual Aid: The Board discussed John Milne's draft mutual aid agreement and made comments about changes they would like to see. The Board tabled the discussion until the following board 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 11:55 a.m.


Commissioner


Commissioner


Commissioner