



## MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

June 6, 2017

The meeting was called to order at 3:00 pm

North City Water District Board Room

### **Commissioners Present**

Commissioner Ron Ricker

Commissioner Larry Schoonmaker

Commissioner Charlotte Haines

### **Staff Present**

Diane Pottinger, District Manager

Barb Shosten, Finance Manager

Denny Clouse, Operations Manager

Joe Bennett, District Attorney

### **PUBLIC COMMENT**

North City Water District customers Pam Hamre, Patty Hale and Virginia King were present. Ms. King and Ms. Hale had no comment. Ms. Hamre came to discuss her water usage.

### **APPROVAL OF MINUTES**

Commissioner Schoonmaker made a motion to approve the minutes from the May 16<sup>th</sup> regular meeting and the May 23<sup>rd</sup> special meeting. Commissioner Haines seconded the motion and the motion passed unanimously. The Board signed the meeting minutes.

### **APPROVAL OF VOUCHERS**

Commissioner Schoonmaker made a motion to approve vouchers number 4620-4634 and voucher numbers 113689-113730 in the amount \$172,701.97 from the maintenance fund and vouchers 247-252, in the amount of \$76,786.76 from the capital fund. Commissioner Haines seconded the motion, which passed unanimously. The Board signed the vouchers.

### **OLD/NEW BUSINESS**

#### **a. Water Usage at 16530 Bothell Way NE**

Ms. Pam Hamre, resident at the above mentioned property, addressed the Board about an unexplained increase in her water usage over the past several billing cycles. She has been working with District staff to understand the issue. She presented an evaluation from a plumber indicating there were no leaks detected. District staff removed the meter and had it independently tested. The test results indicated the meter was in working condition. Commissioner Ricker suggested the old meter be reinstalled and read immediately prior to the next board meeting in two weeks to determine its accuracy. Ms. Hamre will come to the next Board meeting to discuss the results.

#### **b. 2017.06.12 Recommending Dissolving the Water Supply Association**

Ms. Pottinger presented a resolution to approve the dissolution of the Water Supply Association which is no longer active. Commissioner Schoonmaker made a motion to approve the resolution, which was seconded by Commissioner Haines, and approved by the Board. The Board and District Attorney signed the resolution.

### **MANAGERS REPORT**

Finance Manger Barb Shosten reported that year-end financial statements are completed. She and the District Manager continue to work on the connection charge analysis. Ms. Shosten will present the results to the Board at the June 20th Board meeting. A special meeting will be held on June 27<sup>th</sup> to complete the connection charge study discussion with potential adoption of the connection charge at the Board's regular meeting on July 5<sup>th</sup>.

Operations Manager Denny Clouse reported that they expect to get power to the North City Pump Station on Thursday June 8th. A pump will be brought in on Friday and District staff will chlorinate the tank to prepare it for filling. In addition, Mr. Clouse and Ms. Pottinger will be meeting with Sound Transit on June 19<sup>th</sup> to review and discuss water infrastructure plans relating to the new light rail station.

District Manager Diane Pottinger reported that planning work continues on the new maintenance facility and that the District is waiting to hear back from the city of Shoreline on the status of the special use permit. Ms. Pottinger shared that a resident posted a thank you to District employee Jesse Foss for helping cone off her car when it broke down in the middle of the street. Ms. Pottinger also handed out a report from the SPU Operating Board meeting. Finally, Ms. Pottinger requested a motion to approve

North City Water District's contribution to the 2017-2018 Staffing Services for the Growth Management Planning Council Regional Water Quality Committee and Metropolitan Water Pollution Abatement Advisory Committee.

Commissioner Schoonmaker made a motion to approve contributions in the amount of \$1500 for this purpose. Commissioner Haines seconded the motion and the motion passed unanimously.

**COMMISSIONERS REPORT**

Commissioner Ricker had no report at this time.

Commissioner Haines reported on her attendance at the State of the City Breakfast on Thursday June 1<sup>st</sup>. She also reported that she handed out water bottles at the City of Shoreline Million Step Challenge Potluck event the evening of June 1<sup>st</sup>. Ms. Hale thanked the District for participating and reported that it was a wonderful community event.

Commissioner Schoonmaker had no report at this time.

**LEGAL REPORT**

None at this time

**EXECUTIVE SESSION**

The Board entered into executive session at 3:55 pm in accordance with RCW 42.30.110(1)(i) for 20 minutes to discuss potential litigation. The executive session was extended an additional 10 minutes. The Board concluded the executive session at 4:25 pm and went back into open session.

**ADJOURNMENT**

The meeting was adjourned at 4:31 pm.

The next Regular Meeting is Tuesday, June 20<sup>th</sup> at 3:00 pm at the North City Water District.

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Ronald Ricker

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Larry Schoonmaker

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Charlotte Haines