



MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

September 19, 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 (via phone)
* (joined at 3:05pm)

Commissioner Charlotte Haines

Joe Bennett, District Attorney

Staff Present

Diane Pottinger, District Manager

Denny Clouse, Operations Manager

Barb Shosten, Finance Manager

Theresa Harrington, Executive Assistant

PUBLIC COMMENT

District customer Virginia King was in attendance.

APPROVAL OF MINUTES

Commissioner Haines made a motion to approve the minutes from the September 5 regular meeting and Commissioner Ricker seconded the motion. The motion passed and the commissioners signed the meeting minutes.

APPROVAL OF VOUCHERS

Commissioner Haines made a motion to approve vouchers number 4736-4751 and 113972-114005 in the amount \$764,982.51 from the maintenance fund. Commissioner Ricker seconded the motion, which passed unanimously. The commissioners signed the vouchers.

OLD/NEW BUSINESS

a. Resolution 2017.09.17 Approving Amendment No. 2 Regarding the Contract with JW Fowler for CIP #2011-06: North City Pump Station

Operations Manager Denny Clouse reported that there were still some items under negotiation for this contract and he requested that the resolution be tabled until the next meeting. All agreed.

b. Resolution 2017.09.18 Acknowledging the Completion of the WSEA with Ballinger Village and acceptance of the Bill of Sale

Commissioner Haines identified a typographical error in the WSEA form. As this item is part of the NCWD code, the document will be updated when the next code update arises. Operations Manager Denny Clouse presented a resolution to approve the WSEA with Ballinger Village. Commissioner Haines made a motion to approve the resolution, which was seconded by Commissioner Ricker, and approved by the Board. The commissioners and District Attorney signed the resolution.

c. Hydraulic Modeling of the District's Water System

Operations Manager Denny Clouse reported that the District is speaking with BHC to get a scope and fee for hydraulic modeling of the District's Water System. Ms. Pottinger and Mr. Clouse will continue working with BHC and hope to have a resolution for Board consideration at the next meeting.

d. Water System Plan Update

The hydraulic modeling is the first step in updating the District's comprehensive plan. Ms. Pottinger will work on a scope of work for the administrative component of updating the comprehensive plan.

e. Street Lights in Lake Forest Park

Ms. Pottinger reported that the Lake Forest Park City Council voted on Thursday to take over the function of street light billing for its residents. Ms. Pottinger, District Attorney Joe Bennett and the Lake Forest Park City Attorney will work together to administer this change which should be complete by the end of the year.

f. Recap of Picnic in the Park

Executive Assistant Theresa Harrington reported on the District's booth at the Lake Forest Park Picnic in the Park event on Saturday, September 9. It was a well attended event and participants appreciated the water station and fun toss activity for the kids. The booth had about 150 visitors.

MANAGER REPORTS

Finance Manager Barb Shosten reported that the auditor is onsite. The auditor will be in contact with commissioners soon. The audit process is moving along smoothly. Ms. Shosten also reported that she will be staying a few extra months past her planned retirement date at the end of this year to ensure a smooth transition for the District.

Operations Manager Denny Clouse reported on the North City Pump Station status. The gravel pavers are almost complete and the fence is scheduled to be complete by Thursday. Final asphalt will be installed as weather allows. Mr. Clouse also updated the Board on the status of the new maintenance building design. He and Ms. Pottinger walked the property with Mr. Wagner to examine the trees and make a plan regarding sidewalks, setbacks and trees. The District will hold a public meeting to get feedback on trees and landscaping from the public. The date will be set in the next few months.

District Manager Diane Pottinger informed the Board that the District newsletter has gone out. Ms. Pottinger reported on her attendance at the Operating Board meeting. Ms. Pottinger also reported that she is working with the cellular providers with equipment at the tank, to renegotiate their lease. Ms. Pottinger also reported that she continues to research the electrical requirement changes that resulted in costly delays for the pump station project.

LEGAL REPORT

Mr. Bennett reported that he has recently prepared a presentation on the culvert case, *United States vs. Washington*. The court ordered WSDOT to remove barrier culverts which had a negative effect on salmon. He offered to share this presentation with the Board if they were interested. The Board expressed interest and District Manager Diane Pottinger agreed to put in on a later agenda. Commissioner Ricker asked about L&I's upcoming Initiative 1433 rules, which relate to overtime and sick pay. Mr. Bennett indicated he could provide the Board with more information once the rules is formalized.

COMMISSIONER REPORTS

Commissioner Ricker had no report at this time.

Commissioner Haines reported that she and Ms. Pottinger were at the special meeting for Ronald Wastewater regarding their transition with the City of Shoreline.

Commissioner Schoonmaker provided additional information about the transition from a Ronald Wastewater meeting he attended last spring.

Ms. Pottinger reminded the commissioners that a ribbon cutting for the new pump station will be planned once the station is completed. This will be discussed in more detail in October.

ADJOURNMENT

The meeting concluded at 3:49 pm.

Commissioners Ricker and Haines will be attending the WASWD Fall Conference September 27-29th in Wenatchee along with District Manager Diane Pottinger.

The next Regular Meeting is Tuesday, October 3 at 3:00 pm at the North City Water District.

Ronald Ricker

Larry Schoonmaker

Charlotte Haines