

April 4, 2022

The regular meeting was called to order at 3:02 p.m. by Board President Patricia Hale. The meeting was held at the North City Water District Building, located at 1519 NE 177th St, Shoreline, WA 98115. Due to the current COVID-19 guidelines, the meeting was also available to the public through phone conferencing to listen and attend. Executive Assistant Brennan Smith called the roll. All attendees confirmed that they could hear the other participants, and present.

Commissioners Participating

Commissioner Patricia Hale, President Commissioner Ron Ricker, Vice President Commissioner Charlotte Haines, Secretary

Staff Participating

Diane Pottinger, District Manager Max Woody, Director of Operations/Engineering Barb Shosten, Director of Finance Brennan Smith, Executive Assistant Joe Bennett, District Attorney (via phone)

APPROVAL AND/OR ADJUSTMENTS TO AGENDA

Ms. Pottinger made a request to move the Public Comment after approval of the minutes and vouchers, due to larger attendance. Commissioner Hale made a motion to adjust the agenda. Commissioner Haines seconded the motion. The motion passed unanimously.

APPROVAL/ADJUSTMENTS OF MINUTES

Commissioner Haines motioned to approve the minutes for the regular meeting for March 15, 2022, and for the special meeting for March 22, 2022. Commissioner Hale seconded the motion, and the motion passed unanimously.

APPROVAL OF VOUCHERS

Commissioner Haines moved to approve vouchers numbers 6609-6623 & 118534-118588 in the amount \$316,182.93 from the maintenance fund, and voucher numbers 699-703 in the amount of \$19,791.10 from the capital fund. Staff and commissioners discussed the vouchers. Commissioner Hale seconded the motion, which passed unanimously.

OLD BUSINESS

a. COVID policy related information

District Manager Diane Pottinger continued to compare our District's COVID policies amongst other water and sewer districts. Three WASWD members and the City of Shoreline were the only organization that she could find that were mandatory vaccination. Most other utilities that she checked with had said that it is strongly recommended from their utility to receive a vaccination but is not required. Ms. Pottinger has not recommended any changes to the District's COVID policies since the pandemic has started and would like to continue following state mandates and guidelines. The Board discussed further the pros and cons of vaccinations and masks based on experiences and opened the discussion to the public for comment.

PUBLIC AND STAFF COMMENT

Members of the public including District staff were invited to participate by telephone conference call and in person. The dial-in number was posted at the drive-up window at the District administrative offices and posted with the agenda on the District website. Toby Bigger, Mike Oberstadt, Bob Heivilin, Jesse Foss, Jon Nichols, and Lorri Smith were present at the meeting. Thomas Brown joined via conference call. Each member gave their opinion and thoughts on COVID protocols within the workplace, including vaccination requirement for employment and/or wearing a mask. All agreed that there should not be a requirement for vaccination, and it should be by choice unless directed by the State. Mr. Bennett encouraged the conversation to continue and commented on everyone's respectfulness during the Minutes of the Regular Meeting April 4, 2022 Page 2

discussion. The discussion continued for 45 minutes. At the end of this discussion, members of the public were invited to stay for the remainder of the meeting, and all members of the public at this time exited.

NEW BUSINESS

Ms. Pottinger informed the Board that there is no new business to discuss.

MANAGER REPORTS

a. Director of Finance

Ms. Shosten reported on the status of work projects relative to staffing levels. She informed the Board that the administrative staff is continuing to work on past due billings and taking on extra tasks.

b. Director of Operations and Engineering

Director of Operations and Engineering, Max Woody, updated the Board on several items:

- Harold Berge, Utility Maintenance Worker II, will be retiring on May 6, 2022, after nearly 15 years of service. The current job application has been posted for his position. Staff shared where the announcement had been advertised and discussed other options.
- Proposed new uniforms and options for different colors of the logos depending on the color shirts. The Board discussed this option and look forward to future examples.
- Shared with the Board about the Flexnet project and the need for replacing approximately 2,500 mxu's.
- Mr. Woody commented on the success of the Shoreline Fire Department training at the 3.7MG Reservoir, on March 18, 2022, and that they would also like to train again on April 29, 2022. The Board agreed that this was a good idea.

c. District Manager

District Manager Diane Pottinger updated the Board on several items.

• Review of SPU Contract Proposal

The SPU Operating Board members were not supportive of all the proposed language changes that have been proposed by Woodinville Water District. Several purveyors met earlier in the day and proposed alternative language. We expect to share the comments tomorrow with the attorneys that meet on April 13 for another discussion.

• **Conferences** The Spring WASWD Conference is scheduled for later this week. The PNWS AWWA conference is scheduled for the last week of April.

• Utility Tax Position Options

Ms. Pottinger shared with the Board the Utility Tax Position Options, regarding Title 57 affecting the water and sewer districts, to be discussed on Friday at the Spring conference.

• Water System Extension 1 year bond completions

District Manager shared with the Board that Max and Toby completed the Uplift Gym project one year review. No deficiencies were noted so the Board would be seeing a Bond refund for this project in the next vouchers.

d. Legal report

Mr. Bennett updated the Board about the Department of Labor & Industries prevailing wage decision, which will increase the cost of labor for installation of ductile iron water mains. Westwater Construction will appeal to the Department Director by the end of this week and is asking for contributions from districts in the event of a petition for review to the superior court. Contributions will help with covering the cost of litigation. Mr. Bennett is recommending that the Board consider contributing to this lawsuit at a future board meeting. The initial phase of litigation could cost as much as \$30,000 for Westwater. Several districts have preliminarily offered to contribute as much as \$5,000 to helping get the decision reversed back to where laborer are the ones that install ductile iron pipes, not plumbers. Ms. Pottinger informed the Board that two projects would be affected by this increase: 25th Ave NE & NE 200th St.

Minutes of the Regular Meeting April 4, 2022 Page 3

COMMISSIONER REPORTS

Commissioner Hale, Ricker & Haines had no report at this time.

<u>ADJOURN</u> There being no further business, Board President Patricia Hale concluded the Board meeting at 4:40 p.m.

The next regular meeting of the Board will be on April 19, 2022, at 3:00 p.m. This meeting will be held in person at the District office and via conference call to the public.

Patricia M. Hale

Ron Ricker

Charlotte Haines