



## MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

January 5, 2016

North City Water District Board Room

The meeting was called to order at 3:00pm

### **Commissioners Present**

President Charlotte Haines

Commissioner Ron Ricker

Commissioner Larry Schoonmaker (*via phone*)

### **Staff Present**

Diane Pottinger, District Manager

Denny Clouse, Operations Manager

Barb Shosten, Finance Manager

Joe Bennett, District Attorney

### **OATH OF OFFICE FOR NEWLY ELECTED DISTRICT BOARD MEMBER**

Commissioner Ricker, in accordance to Article 1, Section 6 of the Washington State Constitution, swore in Commissioner Haines, Position No. 3, for of her six year term.

### **ELECTION OF OFFICERS**

Commissioner Haines nominated Commissioner Ricker for Board President, which was seconded by Commissioner Ricker, and approved unanimously by the Board.

Commissioner Schoonmaker joined the meeting via telephone.

Commissioner Haines nominated Commissioner Schoonmaker for Board Vice President, which was seconded by Commissioner Ricker, and approved unanimously by the Board.

Commissioner Ricker nominated Commissioner Haines for Board Secretary, which was seconded by Commissioner Schoonmaker, and approved unanimously by the Board.

### **PUBLIC COMMENT**

None

### **APPROVAL OF MINUTES**

Commissioner Haines made a motion to approve the meeting minutes of the December 15, 2015 Regular Board Meeting. Commissioner Schoonmaker seconded the motion, which then passed unanimously. The Board signed the approved minutes.

### **APPROVAL OF VOUCHERS**

Commissioner Haines made a motion to approve vouchers 112271-112325 and voucher numbers 4072-4087 in the amount of \$102,076.52 from the maintenance fund and vouchers 00107-00112 from the construction fund in the amount of \$288,048.00. Commissioner Schoonmaker seconded the motion, which then passed unanimously. The Board signed the vouchers.

### **NEW / OLD BUSINESS**

**Resolution 2016.01.01: Providing for the Retaining of Hendricks-Bennett, PLLC for General Legal Services.** This Resolution was presented, discussed, moved by Commissioner Haines, seconded by Commissioner Schoonmaker, and approved unanimously by the Board.

**Resolution 2016.01.02 Updating Section 3.08.010, Paragraph B of the Shoreline Water District Code Regarding District Funds at the District Bank.** The resolution was presented, discussed, moved by Commissioner Schoonmaker seconded by Commissioner Haines, and approved unanimously by the Board.

**Resolution 2015.10.44 Approving a WSEA with Shoreline School District.** This Resolution was presented, discussed, moved by Commissioner Schoonmaker, Seconded by Commissioner Haines, and approved unanimously by the Board.

**Resolution 2016.01.03: Acknowledging the Completion and Acceptance of CIP 2015-01, Residential PRV Installation Project (615 West).** This Resolution was presented, discussed, moved by Commissioner Schoonmaker, seconded by Commissioner Haines, and approved unanimously by the Board.

**Resolution 2016.01.04: Acknowledging Completion of the WSEA for Jacobs House/Vision House and Acceptance of Bill of Sale.** The resolution was presented, discussed, moved by Commissioner Haines, seconded by Commissioner Schoonmaker, and approved unanimously by the Board.

### **MANAGER'S REPORT**

Ms. Shosten discussed the status of the epayments project.

Mr. Clouse discussed the status of three potential water system extension agreements. He reported that Mr. Oberstadt would be representing the District with SPU's Cascade Rising project and Ms. Tokumoto would be doing the pump test inspection as identified in the contract, at the pump foundry in Hasting Nebraska next week.

Ms. Pottinger discussed the proposed SB 6115 for this upcoming legislative session and WASWDs request to determine if the District should support this bill or oppose it. After discussion, Commissioner Haines made a motion to favor or support legislation to cap utility tax at 6% and support SB 6115. Commissioner Schoonmaker seconded the motion and it passed unanimously. The Board directed Ms. Pottinger to relay this information to WASWD.

Ms. Pottinger discussed the proposed upcoming meeting with the Shoreline Fire Department and agenda. The Commissioners all agreed that they would be available to meet on Thursday, January 21 at 4:00 pm at the Fire District Office. Ms. Pottinger shared the news from Soos Creek that VEBA balance can now be inherited by our non-dependents, something they had been working on at the federal level for several years. Ms. Pottinger brought forth the SPU Wheeling Agreement that had been signed last spring and updated in the summer needed to be resigned at the request of SPU. It had been approved in mid December by SPU. Ms. Pottinger reported two of the District's credit cards had had some fraudulent charges made against them and she had recently replaced the cards. Ms. Shosten had reported the fraud to the State Auditor's Office.

### **LEGAL REPORT**

Mr. Bennett thanked the Board for selecting his firm to be the District's new legal counsel and recognized he had big shoes to fill with regards to our previous counsel.

### **COMMISSIONERS REPORT**

Commissioner Ricker reported on the recent WASWD Board meeting including the IRS mileage rates, Strategic Plan and the Dues Task Force.

Commissioners Haines discussed the recent City of Shoreline City Council meeting.

### **NEXT MEETING**

The next Regular Meeting will be held on Tuesday, January 19, 2016 at 3:00 pm.

### **ADJOURNMENT**

The meeting was adjourned at 4:15p.m.

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Ronald Ricker

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Larry Schoonmaker

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Charlotte Haines