



MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS

January 16, 2024

1. CALL TO ORDER

The meeting was called to order at 3:00 p.m. by Board President Patricia Hale. All persons attended in person, except for any who joined by telephone as noted (*).

Commissioners Present

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

Staff and Consultants

Barb Shosten,* Finance Manager
Max Woody, Director Operations & Engineering
Joe Bennett, District Counsel
Bob Heivilin, Utility Person IV/WQ

2. PUBLIC COMMENT

None.

3. APPROVAL AND/OR ADJUSTMENTS TO AGENDA

Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board unanimously approved the agenda as presented.

4. APPROVAL OF MINUTES

Commissioner Haines noted some needed corrections to the meeting minutes of January 2. Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board voted unanimously to approve the minutes of the January 2 regular meeting as corrected.

5. APPROVAL OF VOUCHERS

Commissioner Haines moved to approve voucher numbers 7281-7297 and 120262-120288 in the amount of \$265,887.52 from the maintenance fund and voucher numbers 873-874 in the amount of \$1,510.09, from the capital fund. Commissioner Ricker seconded. Commissioner Hale asked questions about specific vouchers. The motion passed unanimously.

6. OLD BUSINESS

None.

7. NEW BUSINESS

None.

8. **DIRECTORS' AND MANAGER'S REPORTS**

a. **Finance Director**

Ms. Shosten reported that the SAO audit continues. Two areas of focus are utility billing and capital projects. She created a database for the crews to use for meter inspections and identifying lead service lines.

b. **Director of Operations and Engineering**

Mr. Woody reported:

- A local elementary school had three water service line breaks over the week.
- Staff were very busy fielding calls from customers about frozen water lines.
- There was a water main break that crews responded to this week.
- He and Mr. Heivilin made a presentation about the District's Sensus meter reading system now that the third radio tower is online. Commissioners asked questions. Mr. Heivilin said the system is a powerful analytical tool.

9. **LEGAL REPORT**. Mr. Bennett reminded commissioners that he will present at the January 27 WASWD Commissioners workshop. His topic will be fiscal responsibilities, policies for sound fiscal management and preventing fraud.

10. **COMMISSIONER REPORTS**

- Commissioner Hale reminded commissioners of the F-1 filing requirements with the State Public Disclosure Commission. She shared an article in the *Seattle Times* about the Cedar River watershed and the lower water level. The next SPU contract negotiating team meeting is on January 25.

11. **EXECUTIVE SESSION**. None.

12. **NEXT MEETING**

The next regular meeting will be on Tuesday, February 6, 2024 at 3:00 p.m.

13. **CONCLUSION**

Commissioner Hale concluded the meeting at 3:55 p.m.

Commissioner Ron Ricker

Commissioner Patricia M. Hale

Commissioner Charlotte Haines