



MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

May 3, 2022

The meeting was called to order in at 3:01 p.m. by Board President Patricia Hale. Except as noted, all persons attended in person.

Commissioners Participating

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

Staff and Consultants Participating

Diane Pottinger, District Manager
Max Woody, Director Ops. & Engineering
Toby Biggers, Utility Worker (via phone)
Joe Bennett, District Attorney

PUBLIC COMMENT

Members of the public were welcome to participate in person or via the telephone conference call. 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. No members of the public were present.

APPROVAL AND/OR ADJUSTMENTS TO AGENDA

Commissioner Haines moved to approve the agenda and Commissioner Ricker seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

Commissioner Ricker made a motion to approve the minutes for the April 19, 2022, regular meeting and Commissioner Haines seconded the motion. The motion passed unanimously.

APPROVAL OF VOUCHERS

District Manager Diane Pottinger presented the vouchers and commissioners asked questions about specific invoices. Commissioner Haines moved to approve vouchers numbers 6639-6653 and 11830-118658 in the amount of \$239,958.05 from the maintenance fund and voucher numbers 706-709 in the amount of \$60,619.11. Commissioner Ricker seconded the motion. The motion passed unanimously.

OLD BUSINESS

a. 2022 Low Income Rebate Program.

Ms. Pottinger provided a recap. Staff originally explored following the King County Low-Income threshold of \$58,000 for property tax exemption. Instead, she proposed that the District continue to follow the HUD Very Low-Income Rate for greater Seattle: \$45,300 for a single person and \$64,700 for a family of four for 2022. She shared a description and application for the program. In addition to doing a direct mailing to the existing customers, the District will advertise the program in *Shoreline Area News*, customer bills, the newsletter and website. Commissioner Haines suggested also sending information to the Senior Center. The commissioners concurred with the District Manager's approach.

NEW BUSINESS

a. Enduris: Bylaws Amendment.

District Manager Diane Pottinger presented a proposal from Enduris to amend its Bylaws, reducing from four to three the number of Board members necessary for a quorum.

ACTION: Upon motion by Commissioner Haines and second by Commissioner Ricker the Board unanimously approved the Enduris Bylaws amendment.

b. Resolution 2022.05.18, authorizing contribution to litigation re prevailing wage rate.

Mr. Bennett explained the background and Ms. Pottinger shared that the new L&I interpretation of prevailing wage rate for installing ductile iron pipe not yet pressurized would cost the District over \$400,000 in additional construction costs over the next six years. The Board asked questions and discussed the benefit to the District and its ratepayers of contributing up to \$5,000 to pending litigation against L&I.

ACTION: Upon motion by Commissioner Haines and second by Commissioner Ricker the Board unanimously adopted the resolution.

c. Potential Sublease of AT&T Monopole.

The commissioners discussed the issue and asked questions. Commissioner Haines stated that she needed more information. Ms. Pottinger will share the discussion with the potential sublease and bring this item back for further discussion at a future meeting.

MANAGER REPORTS

a. Finance Manager

No report due to Ms. Shosten's absence.

b. Project Status Report

Mr. Woody and Mr. Biggers both reported. Highlights included:

- Work on Reservoir 2.0 MG reservoir continues with interior sealants and exterior coatings to be applied next. Contractors will also check Cl levels while tank is empty.
- Base station/Flexnet antenna: Equipment expected to arrive next week with installation in late May or early June.
- 25th Ave NE waterline: Work starts next week as contractor waiting for material deliveries.
- Maintenance facility expansion: Faber reported that steel was delivered yesterday.

c. Operations Report

Mr. Woody reported as follows:

- SFD was grateful allowing them to do fire training at Reservoir 3.7 MG Reservoir site. He noted that SFD was very respectful of District property and left the site clean.
- PNWS-AWWA conference was excellent with good classes and networking.
- He will attend the SPU Operating Board meeting on Thursday.
- Window cleaner comes tomorrow.

d. District Manager

District Manager Pottinger updated the Board as follows:

- Sale of the former maintenance building property closed last week. The District received \$2.1 million for the sale.
- SPU contract negotiations: She commented on SPU's proposed capital projects at the last meeting. The next meeting is next Monday.
- She will be on vacation starting tomorrow until Monday.
- Celebrate Shoreline will be August 20 and is currently the only in person community event scheduled this year. Sponsorship levels for the District she is considering are \$500 and \$1,000.
- She proposes that the District have a booth at the LFP Farmers Market one Sunday in the May-October period.

COMMISSIONER REPORTS

- Commissioner Ricker: no report.
- Commissioner Hale: She attended the Shoreline Emergency Management meeting and will attend the Fircrest meeting tomorrow night.
- Commissioner Haines: no report.

LEGAL REPORT

Mr. Bennett stated that starting with this meeting he will draft minutes of the Board meetings that he attends.

Commissioner Hale concluded the meeting at 4:59 p.m.

The next regular meeting of the Board will be on May 17, 2022, at 3:00 p.m. at the District's Office with an option to participate by telephone.

Patricia M. Hale

Ron Ricker

Charlotte Haines