



MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS

April 18, 2023

1. CALL TO ORDER

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

Commissioners Present

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

Staff and Consultants

Diane Pottinger, District Manager
Barbara Shosten, Director of Finance
Max Woody, Director Operations/Engineering
Joe Bennett, District Attorney

2. PUBLIC COMMENT

None.

3. APPROVAL AND/OR ADJUSTMENTS TO AGENDA

Upon motion by Commissioner Haines and second by Commissioner Hale, the Board voted unanimously to approve the agenda as amended.

4. APPROVAL OF MINUTES

Commissioner Hale noted an incorrect date in the April 4 minutes. Commissioner Haines moved to approve the April 4 regular meeting minutes as corrected. Commissioner Hale seconded, and the motion passed unanimously.

5. APPROVAL OF VOUCHERS

Commissioner Haines moved to approve voucher numbers 6989-7005 and 119532-119570 in the amount of \$373,692.04 from the maintenance fund and voucher number 792 in the amount of \$651.00, from the capital fund. Commissioner Hale seconded the motion. Commissioner Hale asked about two invoices from the City of Shoreline. Mr. Woody stated that both invoices were for City permits. The motion passed unanimously.

6. OLD BUSINESS

None.

7. NEW BUSINESS

None.

8. DIRECTORS' AND MANAGER'S REPORTS

a. **Director of Finance.** Ms. Shosten stated that she feels privileged to work for a well-run public water utility.

b. **Director of Operations and Engineering**

Mr. Woody provided an update. Highlights included:

- Alarm System and Security Camera Project (CIP 2023-01) The security contractor has been doing some troubleshooting of minor issues. An upcoming after-hours event will provide a good test if the system is working properly.
- Discussions at the WASWD conference confirmed his impression that the District is among and ahead of many districts in completing the lead service line inventory that must be done in October 2024.

c. **District Manager**

District Manager Pottinger:

- Beach Drive Beach Crossing (CIP 2021-04) The District's SEPA DNS for the Beach Drive project was sent to neighboring agencies for comment and published in the Daily Journal of Commerce.
- Bothell Way Crossing Project (CIP 2022-01) She has been in email correspondence with a representative of Sheridan Beach Community Club about getting an easement for this project.
- The District will host the first Savvy Gardener class tomorrow, April 19.
- She asked for Board input on an activity for the May Chamber event.

9. LEGAL REPORT

Mr. Bennett reported on the recent decision in the Westwater - Department of Labor and Industries case. The Director of L&I reversed the administrative law judge and confirmed industry practice about the correct wage rate for installing ductile iron water pipes.

10. COMMISSIONER REPORTS

- Commissioner Hale reported on recent crime activity in the Ridgecrest neighborhood. She asked about the schedule for reopening the Board room for public use. Ms. Pottinger said this would occur when the new office person was hired. Ms. Hale said that the City of Shoreline will no longer provide staff support for monthly Council of Neighborhoods meetings. She encouraged staff and commissioners to come up with a one-minute and three-minute "elevator speech" about the District. Ms. Pottinger will ask Relaena Sindelar to attend a future Board meeting.
- Commissioner Haines reported on the WASWD meeting.

11. NEXT MEETING

The next regular meeting of the Board will be on Monday, May 1, 2023, at 3:00 p.m.

12. CONCLUSION

Commissioner Ricker concluded the meeting at 4:03 p.m.

Commissioner Ron Ricker

Commissioner Patricia M. Hale

Commissioner Charlotte Haines