

WOODINVILLE WATER DISTRICT
1397th Regular Meeting
April 7, 2020

ATTENDANCE

Commissioners: Chuck Clarke, Dale Knapinski, Pam Maloney, Tim Schriever and Karen Steeb
Staff: Patrick Sorensen, Steve Brown, Jack Broyles, Darcie McAlister, Ken McDowell
and Sandra Tachibana
General Counsel: William Linton

CALL TO ORDER

Commissioner Maloney called the meeting to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Commissioners Maloney, Clarke, Knapinski, Schriever, and Steeb along with Attorney William Linton were all present via conference call.

ITEMS FROM THE PUBLIC: None.

ADDITIONS OR DELETIONS TO THE AGENDA: None.

MEETING AGENDA APPROVAL

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to approve the Meeting Agenda. Vote 5-0-0. Motion carried. So ordered.

MINUTES APPROVAL

7 (a) March 13, 2020 Special Meeting Minutes

It was moved by Commissioner Knapinski and seconded by Commissioner Steeb to approve the March 13, 2020 Special Meeting Minutes. Vote 5-0-0. Motion carried. So ordered.

7 (b) March 17, 2020 Regular Meeting Minutes

It was moved by Commissioner Steeb and seconded by Commissioner Clarke to approve the amended March 17, 2020 Regular Meeting Minutes. Vote 4-0-1, with Commissioner Knapinski abstaining from the vote due to his absence from the meeting. Motion carried. So ordered.

CONSENT AGENDA

8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #97590 through #97589 and Payroll Advice #8137 through #8172 in the amount of \$468,729.16
- Sewer Maintenance Fund (09-104-0510), Vouchers #27114 through #27118 in the amount of \$335,668.67
- Water Construction Fund (09-104-3010), Vouchers #35303 through #35306 in the amount of \$27,440.71

4/13/2020 A/P and 3/30/2020 Payroll A/P

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to approve the Consent Agenda. Vote 5-0-0. Motion carried. So ordered.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

OLD BUSINESS: None.

NEW BUSINESS

- 11 (a) Amend Professional Services Agreement with RH2 Engineering, Inc. for the D-40 Wilder Elementary Water Main Improvements, Contract No. 5-19

Mr. McDowell provided an overview of the amendment to the agreement with RH2 Engineering, Inc.

It was moved by Commissioner Schriever and seconded by Commissioner Steeb to Amend the Professional Services Agreement with RH2 Engineering, Inc. to include construction management services for the D-40 Wilder Elementary Water Main Improvement project, Contract No. 5-19, in an amount not to exceed \$57,753.00. Vote 5-0-0. Motion carried. So ordered.

- 11 (b) Nature Vision Contract Scope of Service Amendment

Ms. Tachibana discussed with the Board; the Nature Vision programs that were scheduled for Spring have been postponed due to the COVID-19 school closures. Ginny Ballard the Director with Nature Vision approached the District to request a change to their scope of work at this time. They would like to use some of the 2020 budgeted funds to develop some remote learning options and student packets for the schools in the District service area.

It was moved by Commissioner Steeb and seconded by Commissioner Knapinski to Authorize the General Manager to sign the amendment to the 2019-2020 Nature Vision Contract. Vote 5-0-0. Motion carried. So ordered.

REPORTS

- (a) General Manager's Report – Mr. Sorensen and Mr. Broyles discussed the proposed King County Sewer Rate Adjustment. There will be a call-in meeting on April 15, 2020 to discuss lowering the

proposed increases for 2021 and beyond. Staff will email the call-in instructions for the meeting to the Board.

- (b) Engineering Report – Mr. McDowell reported on the status of District Projects.
- (c) Finance Report – No Report.
- (d) Operations & Maintenance Report – Mr. Brown provided an update on the steps that they are taking in Operations to protect staff as well as taking care of District facilities and customers.
- (e) Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) – Mr. Broyles reported on the meeting.
- (f) Seattle System Operating Board – Commissioner Maloney reported on the April 2, 2020 meeting.
- (g) Sno-King Water District Coalition – No Report.
- (h) Snohomish River Regional Water Authority (SRRWA) – No Report.
- (i) Washington Association of Sewer and Water Districts (WASWD) – Mr. Sorensen mentioned that he is participating in a weekly call-in meeting with other General Manager’s to check-in on what other agencies are doing to respond to COVID-19 issues.
- (j) Wellness Committee – No Report.
- (k) Attorney’s Report – Mr. Linton provided an update on how other agencies are dealing with suspending projects during the COVID-19 situation. He also discussed new guidance from the Attorney General’s Office regarding modifications to public meetings.

COMMISSIONER’S COMMENTS

The Board mentioned to staff that the phone-in meeting worked well.

COMMISSIONER CALENDAR

All commissioners indicated they will be available for the next Board meeting on April 21, 2020.

ITEMS FROM THE PUBLIC: None.

EXECUTIVE SESSION: None.

ADJOURNMENT

Commissioner Maloney adjourned the meeting at 6:17 p.m.



Pamela J. Maloney - President



Chuck Clarke - Vice President

ATTEST:



Dale Knapinski - Secretary



Dale Knapinski - Secretary



Tim Schriever - Commissioner



Karen Steeb - Commissioner

Minutes: Sandra Tachibana