

WOODINVILLE WATER DISTRICT
1423rd Regular Meeting
May 18, 2021

ATTENDANCE

Commissioners: Chuck Clarke, Aleksandra Kachakov, Pamela J. Maloney, Tim Schriever, and Karen Steeb
Staff: Patrick Sorensen, Darcie McAlister, Ken McDowell, Jack Broyles, Steve Brown, Sandra Tachibana, Jane Nicholls and Nick Foster
General Counsel: William Linton

CALL TO ORDER

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

ROLL CALL

Commissioners Clarke, Kachakov, Maloney, Schriever, and Steeb along with Attorney William Linton were all present via Microsoft Teams video conference. Dial-in information was posted with the agenda on the District's website.

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 Kachakov to approve the Meeting Agenda. Vote 5-0-0. Motion carried. So ordered.

MINUTES APPROVAL

7 (a) May 4, 2021 Regular Meeting Minutes

Commissioner Steeb mentioned a minor edit to the attendees to the second executive session, these edits were made prior to the start of the meeting.

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to approve the amended May 04, 2021 Regular Meeting Minutes. Vote 4-0-1 with Commissioner Maloney abstaining since she did not attend the May 4, 2021 meeting. Motion carried. So ordered.

CONSENT AGENDA

8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #99011 through #99052 and Payroll Advice #9211 through #9247 in the amount of \$399,091.58
- Sewer Maintenance Fund (09-104-0510), Vouchers #27215 through #27216 in the amount of \$1,394.29

- Water Construction Fund (09-104-3010), Vouchers #35439 through #35445 in the amount of \$81,694.66
- Sewer Construction Fund (09-104-3510), Vouchers #40978 through #40979 in the amount of \$21,227.89

5/24/2021 A/P and 5/10/2021 Payroll A/P

It was moved by Commissioner Maloney and seconded by Commissioner Steeb 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) Risk & Resilience Assessment Presentation

In 2020, the District authorized a contract with Tetra Tech Inc. to complete both a Risk and Resilience Assessment (RRA) and a follow-up Emergency Plan. Both functions are mandated through America's Water Infrastructure Act of 2018 (AWIA) under the U.S. Environmental Protection Agency. The District's RRA is required to be completed by June 30, 2021. The Emergency Plan must be completed by December 31, 2021.

Working with a team of District staff members Tetra Tech has completed the RRA portion of their original contract. This is the bigger and more time-consuming portion of the contract. Brian Murphy, P.E., Project Manager, and Candice AuYoung presented an overview of the RRA process and answered questions.

The potential financial impact and consultant estimates are based upon their professional experience and discussions with participating staff members. These recommendations may or may not be incorporated into future District budgets. It will likely be incorporated into the Strategic Plan and through both the water and sewer comprehensive plans. This information may be used with the upcoming work associated with the earthquake resilience work (as discussed in the Strategic Plan) scheduled for the near future.

The Board thanked Brian Murphy, Candice AuYoung, as well as District staff for the very thorough work that was done to prepare this presentation. Mr. Murphy mentioned his appreciation for the assistance from District staff on the presentation.

It was moved by Commissioner Maloney and seconded by Commissioner Steeb to accept the Risk and Resilience Assessment (RRA) as completed. Vote 5-0-0. Motion carried. So ordered.

11 (b) Summer Pipeline

The Summer Pipeline was reviewed, and several Board members submitted minor edits to Ms. Tachibana.. This issue is scheduled to be mailed in early June. Ms. Tachibana thanked Tim Cantwell the District Water Quality staff member for all his work on the Consumer Confidence Report for this issue.

REPORTS

- (a) General Manager's Report - Mr. Sorensen reviewed the report. Commissioner Steeb thanked Mr. Sorensen for his work on getting letters out to King County and the Cities. Mr. Sorensen will continue to provide updates to staff and the Board as covid mandates change.
- (b) Engineering Report - Mr. McDowell informed the Board that upgrades are complete at Hollywood Reservoir, which was restarted last Tuesday, May 11th. Ringhill Reservoir upgrades are also complete, it was restarted May 17, 2021.
- (c) Finance Report - Mr. Broyles updated the Board on the status of past due accounts. Commissioner Clarke complimented Mr. Broyles for drafting the letter to King County on behalf of MWPAAC, which contributed to the County's decision to change the rate structure.
- (d) Operations & Maintenance Report - Mr. Brown let the Commissioners know current water usage is averaging 3.2 to 3.4 mgd.
- (e) Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) - The next meeting will be held May 26, 2021 at 10:00 am.
- (f) Seattle System Operating Board - Commissioner Maloney reported on the contract workshop held May 17, 2021. Jason Mumm from FCS Group is currently developing questions that will focus on the most important contract issues.
- (g) Sno-King Water District Coalition - Mr. Sorensen provided a handout from Lobbyist Steve Lindstrom summarizing the topics of discussion from the May 10, 2021 meeting.
- (h) Snohomish River Regional Water Authority (SRRWA) - No Report.
- (i) Water & Sewer Risk Management Pool (WSRMP) - There will be an Executive Committee meeting May 21, 2021.
- (j) Washington Association of Sewer and Water Districts (WASWD) - Commissioner Clarke reported on the May 17, 2021 Section IV meeting. The state of the rates market is at a 20 year low with 2% interest rates continuing. The District is currently one of only two AAA rated utilities.
- (k) Wellness Committee - No Report.

- (l) Attorney's Report – Mr. Linton mentioned that he will be unable to attend the June 15, 2021 meeting, his colleague Mr. Curtis Chambers will be in attendance.

COMMISSIONER'S COMMENTS: None.

COMMISSIONER CALENDARS

All Board members expect to be available for the June 1st and June 15, 2021 Board meetings.

ITEMS FROM THE PUBLIC: None.

EXECUTIVE SESSIONS

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1)(l)(c) at 7:05 pm for 30 minutes to discuss potential litigation. The Board of Commissioners, Mr. Linton, and Mr. McDowell attended the meeting.

The Executive Session concluded at 7:35 p.m. Mr. Sorensen, and Mr. McDowell, and. left the executive session. No formal action was taken.

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1)(l)(c) at 7:35 pm for 15 minutes to discuss the General Manager's performance. The Board of Commissioners and Mr. Linton attended the meeting.

The Executive Session concluded at 7:47 p.m. and the open public meeting was reconvened. No formal action was taken.

ADJOURNMENT

Commissioner Clarke adjourned the meeting at 7:48 p.m.


ATTEST:



Tim Schriever - Secretary



Chuck Clarke – President



Pamela J. Maloney - Vice President



Tim Schriever – Secretary



Aleksandra Kachakov- Commissioner



Karen Steeb - Commissioner

Minutes: Jane Nicholls