

WOODINVILLE WATER DISTRICT
1401st Regular Meeting
June 2, 2020

ATTENDANCE

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

CALL TO ORDER

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

ROLL CALL

Commissioners Maloney, Clarke, Schriever, Attorney William Linton were all present via Microsoft Teams video conference. Commissioner Steeb was present in-person. Dial-in information was posted with the agenda on the District's website. One member of the public attended via phone.

ITEMS FROM THE PUBLIC: None.

ADDITIONS OR DELETIONS TO THE AGENDA

Commissioner Maloney requested that Item 11 (a) be changed to CHS Assignment of Contracts and 11 (b) will be used for the Shake Alert Presentation.

MEETING AGENDA APPROVAL

It was moved by Commissioner Steeb and seconded by Commissioner Clarke to approve the amended Meeting Agenda. Vote 4-0-0. Motion carried. So ordered.

MINUTES APPROVAL

7 (a) May 19, 2020 Regular Meeting Minutes

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to approve the May 19, 2020 Regular Meeting Minutes. Vote 4-0-0. Motion carried. So ordered.

CONSENT AGENDA

8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #97772 through #97814 and Payroll Advice #8281 through #8317 in the amount of \$427,180.06
- Sewer Maintenance Fund (09-104-0510), Vouchers #27129 through #27131 in the amount of \$339,297.90
- Water Construction Fund (09-104-3010), Vouchers #35319 through #35323 in the amount of \$13,722.59

- Sewer Construction Fund (09-104-3510), Vouchers # through # in the amount of \$0

6/08/2020 A/P and 5/25/2020 Payroll A/P

It was moved by Commissioner Clarke and seconded by Commissioner Steeb to approve the Consent Agenda. Vote 4-0-0. Motion carried. So ordered.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

OLD BUSINESS: None.

NEW BUSINESS

11(a) CHS Assignment of Contracts

Mr. Sorensen reviewed details with the Board of the pending June 2020 contract merger between CHS Engineers LLC and David Evans and Associates Inc. (DEA). Mr. Linton clarified that this consolidation would not affect the performance of duties or the change the cost of the contract. Mr. Henke confirmed that all existing CHS staff will remain with DEA and continue serving the District as before.

Commissioner Knapinski arrived at the meeting in-person at 5:08 pm.

Mr. Henke mentioned that DEA did not have a Water/Wastewater group prior to this agreement and CHS was very happy to join with DEA to provide their knowledge and experience.

It was moved by Commissioner Steeb and seconded by Commissioner Schriever to authorize the General Manager to sign the Consent to Assignment agreement. Vote 5-0-0. Motion carried. So ordered.

11(b) Shake Alert Presentation

Mr. Sorensen introduced Mr. Dan Ervin who has been an authorized representative with Varius Inc. for two years and was formerly the CEO of RH2 Engineering. Varius Inc. is licensed to provide hardware/software support and a link to the United States Geological Survey (USGS) established earthquake warning alarm system. The ShakeAlert system could be joined with our existing SCADA system to shutdown and protect critical points in our infrastructure.

Mr. Ervin presented a very informative 30-minute PowerPoint presentation on ShakeAlert followed by a question and answer session with the Board and staff.

The Board thanked Mr. Ervin for the presentation and will consider additional action at a future date.

REPORTS

- (a) General Manager's Report – Mr. Sorensen congratulated Commissioner Steeb for completing fifteen years of excellent public service as a Commissioner to our rate payers. Her fellow Commissioners also extended their congratulations and thanks for her ongoing work on the Board.

Mr. Sorensen mentioned the City of Woodinville's request to assist them with clarifying the sewer improvements needed in Sewer Basin 8 (175th/Central Business District trunk line). The Board agrees that they like the idea of the City developing the plans and proceeding with the project in lieu of waiting for the Sewer Comp Plan to be ready for review.

Mr. Sorensen updated the Board on Governor Inslee's "Safe Start Proclamation" The District opened the office to the public on June 1, 2020. Phase 1 of the Proclamation allows Essential businesses to open. Mr. Sorensen mentioned that some other agencies do not plan to open until they get to Phase 3.

The Board was asked to provide their thoughts on how the next regular meeting on June 16th should be conducted, in-person or via Microsoft Teams. The consensus was to continue with the same options of attending via Microsoft Teams or attending in-person.

Mr. Sorensen reported on additional written correspondence he received from Commissioner Knapinski regarding the turn lane at the District Office entrance. Commissioner Knapinski feels better about going forward with the project as he continues to learn additional details. The next step in this process will be to forward the project information to King County for review, which the entire Board agreed should be done.

Engineering Report – Mr. McDowell provided a review of the recent pre-con for the Wilder Water Main Improvement Project. The current school closure should make this process much smoother for the contractor.

- (b) Finance Report – Mr. Broyles updated the Board on the status of delinquent accounts due to the COVID-19 crisis. 134 Accounts would be shut off at this time for a total past due of \$25,000. 42 accounts have a past due balance less than \$100, 10 accounts have past due balances over \$400, and there are no past due accounts owing over \$1,000. Collection details will be discussed at the June 16th meeting.

- (c) Operations & Maintenance Report – No Report.

- (d) MWPAAC – Mr. Broyles reported on the details of the last meeting.

Seattle System Operating Board – The SPU Operating meeting will be held June 4th Mr. Sorensen and Ms. Maloney will attend. Commissioner Clarke asked about the Chester Morse Dam firm yield elevation. He recalled that it was going to be raised, which could provide several years additional supply capacity. The GM agreed to request info from SPU if it wasn't discussed at the next meeting.

- (f) Sno-King Water District Coalition – No Meeting in June, Mr. Lindstrom will send an update via email to the members later this month.

- (g) Snohomish River Regional Water Authority (SRRWA) – No Report
- (h) Washington Association of Sewer and Water Districts (WASWD) – Next section IV meeting is June 15th.
- (i) Wellness Committee – No Report.
- (j) Attorney’s Report – No Report.

COMMISSIONER’S COMMENTS

Commissioner Steeb congratulated Mr. Sorensen on his 2-year anniversary as General Manager with the District and thanked him for his good work.

Commissioner Schriever mentioned the King County Adult Beverage ordinance has been overturned.

Commissioner Maloney added her congratulations to Commissioner Steeb for her 15-year service.

COMMISSIONER CALENDAR

All Commissioners said they will be available for the next June 16, 2020 and the July 7, 2020 meetings.

ITEMS FROM THE PUBLIC: None.

EXECUTIVE SESSION: 15-minute executive session pursuant to RCW 42.30.110(1)(g) to review the General Manager’s performance

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1)(g) at 7:12 p.m. for 15 minutes to review the General Manager’s performance. Commissioners Clarke, Maloney, Schriever and Counsel attended the Executive Session via Microsoft Teams video conference. Commissioners Knapinski and Steeb attended in-person.

The Executive Session was extended for 10 minutes at 7:27 p.m., which was publicly announced.

The Executive Session was concluded at 7:37 p.m. and open public meeting was reconvened. No action was taken.

ADJOURNMENT

Commissioner Maloney adjourned the meeting at 7:38 p.m.



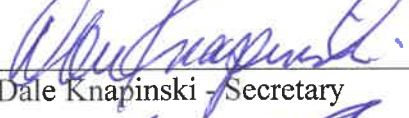
Pamela J. Maloney - President




Chuck Clarke - Vice President

ATTEST: 

Dale Knapinski - Secretary



Dale Knapinski - Secretary



Tim Schriever - Commissioner



Karen Steeb - Commissioner

Minutes: Jane Nicholls