

**WOODINVILLE WATER DISTRICT**  
**1447<sup>th</sup> Regular Meeting**  
**June 21, 2022**

**ATTENDANCE**

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

**CALL TO ORDER**

Commissioner Clarke called the meeting to order at 5:01 p.m.

**ROLL CALL**

Commissioner Kachakov along with Attorney Christopher Pirnke were present via Microsoft Teams. Commissioners Clark, Maloney, Schriever and Steeb were all present in person. 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 Maloney to approve the June 21, 2022 meeting agenda. Vote 5-0-0. Motion carried. So ordered.**

**MINUTES APPROVAL**

7 (a) June 7, 2022, Regular Meeting Minutes

Commissioner Steeb suggested that both names and titles be included in future minutes to assist the public with a better understanding of who is responsible for what at the District. The other Board members agreed and directed staff to include this change in future Minutes.

**It was moved by Commissioner Steeb and seconded by Commissioner Maloney to approve the June 7, 2022, Regular Meeting Minutes Vote 5-0-0. Motion carried. So ordered.**

**CONSENT AGENDA**

8 (a) Sign Monthly Vouchers

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- Water Maintenance Fund (09-104-0010), Vouchers #100535 through #100577 and Payroll Advice #10301 through #10339 in the amount of \$478,848.81
- Sewer Maintenance Fund (09-104-0510), Vouchers #27316 through #27316 in the amount of \$11,348.68
- Water Construction Fund (09-104-3010), Vouchers #35588 through #35593 in the amount of \$40,676.71
- Sewer Construction Fund (09-104-3510), Vouchers #41023 through #41024 in the amount of \$9,854.00

6/13/2022 A/P and 5/23/2022 and 6/6/2022 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:** None.

**REPORTS**

General Manager's Report - Mr. Sorensen, General Manager reviewed his report with the Board. A date to review the Sewer Comp Plan outside of a regular meeting was discussed. The Board agreed that July 12, 2022 at 3:30 p.m. would work. The meeting is expected to last approximately two hours.

- a. Engineering Report - Mr. McDowell, District Engineer provided an update on the progress of the District Turn Lane.
- b. Finance Report - No Report.
- c. Operations & Maintenance Report – No Report.
- d. Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) – The next meeting will be held June 22, 2022 via Microsoft Teams. Commissioner Schriever plans to attend.
- e. Seattle System Operating Board – No Report.
- f. Sno-King Water District Coalition – The June 13, 2022 meeting was held in-person at Sammamish Plateau Water and Sewer District. Mr. Sorensen, General Manager attended the meeting. The contract of the Lobbyist Joren Clowers was extended for one year.
- g. Snohomish River Regional Water Authority (SRRWA) – No Report.

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- h. Washington Association of Sewer and Water Districts (WASWD) - No Report. The next Section IV Meeting will be June 27, 2022.
- i. WASWD Government Relations Committee - Commissioner Steeb reported on the June 9, 2022 meeting.
- j. Attorney's Report - No Report.

**COMMISSIONER'S COMMENTS**

Commissioner Steeb recommended staff consider including funds in the 2023-2024 budget to have all District campus buildings repainted. She also recommended that staff work with a designer for assistance on color choices.

**COMMISSIONER CALENDARS**

All Commissioners expect to be available for the July 12, 2022 Special Meeting and the July 19, 2022 Regular Meeting. Commissioner Kachakov will be gone Aug 1-22 and will miss both the August 2, 2022 and August 16, 2022 meetings.

**ITEMS FROM THE PUBLIC:** None.

**EXECUTIVE SESSION**

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1)(g) at 5:19 pm for 40 minutes to review the General Manager's performance. Commissioners Clarke, Kachakov, Maloney, Schriever, Steeb and Counsel attended the session. The General Manager joined the session at 5:29 pm.

The Executive Session was concluded at 6:09 p.m. and the open public meeting was reconvened.

The Board thanked General Manager Patrick Sorensen for managing the District over the past year through the challenging times of the pandemic. The Board appreciates the work Patrick has done for the District and for his leadership.

**It was moved by Commissioner Maloney and seconded by Commissioner Schriever to Approve the Amendment to the General Manager's Employment Agreement to extend the employment contract by one year to expire May 31, 2024 and authorizing the current base salary to be increased by two percent (2.0%) effective June 1, 2022. Vote 5-0-0. Motion carried. So ordered.**

Mr. Sorensen, General Manager mentioned that he had an additional item that was not included in his General Manager Report to discuss.

**It was moved by Commissioner Maloney and seconded by Commissioner Steeb to amend the meeting agenda to include continued discussion for the General Manager Report. Vote 5-0-0. Motion carried. So ordered.**

Mr. Sorensen, General Manager discussed with the Board the impact of rising gas prices; and food cost and the economy has many staff concerned. All but one staff member lives outside the District service area and the rest of staff have a minimum 90-minute round trip daily commute. The District anticipates a high COLA in January 2023 but this does not help staff now. Mr. Sorensen, General Manager would like to bring a proposal back to the Board to review and consider for economic relief for all of staff.

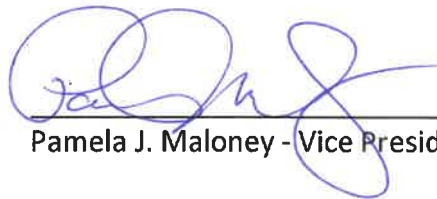
The Board requested that Mr. Sorensen, General Manager include a breakdown of the cost in his proposal and budget impact.

**ADJOURNMENT**

Commissioner Clarke adjourned the meeting at 6:25 p.m.




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Chuck Clarke - President

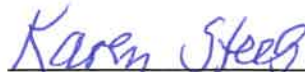


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Pamela J. Maloney - Vice President

ATTEST:



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Karen Steeb - Secretary



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Karen Steeb - Secretary

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Aleksandra Kachakov- Commissioner



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Tim Schriever - Commissioner

Minutes: Jane Nicholls