

**WOODINVILLE WATER DISTRICT**  
**1430<sup>th</sup> Regular Meeting**  
**September 21, 2021**

**ATTENDANCE**

Commissioners: Chuck Clarke, Aleksandra Kachakov, Pamela J. Maloney, Tim Schriever, and Karen Steeb  
Staff: Patrick Sorensen, Ken McDowell, Darcie McAlister, Jack Broyles, Todd Young, Christian Hoffman, Sandra Tachibana, and Jane Nicholls  
General Counsel: Bill 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 Attorneys Bill Linton and Katherine Weber were all present via Microsoft Teams. Dial-in information was posted with the agenda on the District's website.

**ITEMS FROM THE PUBLIC:** None

**ADDITIONS OR DELETIONS TO THE AGENDA**

Mr. Sorensen requested to amend Item 10 Executive Session from 15 minutes to 30 minutes to discuss potential litigation RCW 42.30.110(1)(c) and to add New Business Item 11 (c) Emergency Authorization for Vactor Repairs.

**MEETING AGENDA APPROVAL**

**It was moved by Commissioner Steeb and seconded by Commissioner Schriever to approve the revised September 21, 2021 Meeting Agenda. Vote 5-0-0. Motion carried. So ordered.**

**MINUTES APPROVAL**

6 (a) September 7, 2021 Regular Meeting Minutes

**It was moved by Commissioner Schriever and seconded by Commissioner Kachakov to approve the September 7, 2021 Regular Meeting Minutes. Vote 5-0-0. Motion carried. So ordered.**

**CONSENT AGENDA**

7 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #99477 through #99523 and Payroll Advice #9553 through #9589 in the amount of \$1,069,408.81
- Sewer Maintenance Fund (09-104-0510), Vouchers #27247 through #27251 in the amount of \$3,531.28

- Water Construction Fund (09-104-3010), Vouchers #35496 through #35497 in the amount of \$11,966.20

9/27/2021 A/P and 9/13/2021 Payroll A/P

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

**ITEMS REMOVED FROM THE CONSENT AGENDA:** None.

**OLD BUSINESS:** None.

**EXECUTIVE SESSION**

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1)(1)(c) at 5:13 pm for 30 minutes to discuss potential litigation. The Board of Commissioners, Mr. Linton, Ms. Weber and Mr. Sorensen attended the meeting.

The Executive Session was extended by 30 minutes.

The Executive Session concluded and the open public meeting was reconvened at 6:13 pm.

**NEW BUSINESS:**

11 (a) Resolution No. 3991 – Mandatory District Vaccination Policy & Alternatives

Mr. Sorensen reviewed the proposed Policy. All employees would need to be fully vaccinated by November 30, 2021. Proof of vaccination would need to be provided by December 15, 2021. Exhibit 1 provides a detailed explanation of the mandate deadlines, how the proof of vaccination would work, the request for accommodations process, and what happens if there is a failure to comply with the policy.

Every Board member spoke about the difficulty in making this decision and to help maintain public safety needed to be the top priority.

**It was moved by Commissioner Maloney and seconded by Commissioner Schriever to approve Resolution No. 3991 adopting a mandated covid-19 vaccination policy. Any granted exemption/accommodation shall be conditional and subject to evolving federal, state, and local guidelines. Future potential new hires shall be made aware that they must be fully vaccinated prior to the start of employment. Vote 4-1-0. With Commissioner Steeb voting nay. Motion carried. So ordered.**

Commissioner Clarke left the Microsoft Teams meeting briefly due to computer problems. Commissioner Maloney assumed the role of Board President during this period.

11 (b) Additional Change Orders on the Sewer Siphon 1 Reconfiguration Project

Staff has recommended that the Board approve the General Manager authorization to approve an additional \$3,056.82 for Change Orders above the previously approved total amount of \$189,255.91 for the Siphon 1 Reconfiguration Project. This allows the General Manager and District Engineer to approve change orders totaling \$192,312.63 for this project.

**It was moved by Commissioner Kachakov and seconded by Commissioner Schriever to allow the General Manager authorization to approve Change Orders up to \$192,312.63 for the Siphon1 Reconfiguration Project. Vote 4-0-0. Motion carried. So ordered.**

#### 11 (c) Emergency Authorization for Vactor Repairs

The District's Vactor truck Vehicle #79 is currently not operational due to a recall on a computer chip. There is a worldwide shortage of chips for commercial vehicles with no estimated date for repair. The District must have a working Vactor vehicle available 24/7 especially for use during sewer system repairs.

Recommended option would be to repair Vehicle #53 a 2004 Vactor Truck which is currently on the surplus list and not currently operational but does not require a chip. A quote was obtained from Owen Equipment for repairs in the amount of \$25,608.06. The District can recoup the cost of the repair when the Vactor goes to auction.

Commissioner Clarke returned to the meeting at this time.

**It was moved by Commissioner Steeb and seconded by Commissioner Maloney to authorize the General Manager to proceed to order repairs up to \$30,608.06 plus a 10% contingency for emergency use above that amount due to the essential nature of the equipment to be in good working order for sewer repairs. Vote 5-0-0. Motion carried. So ordered.**

#### REPORTS

- a. General Manager's Report - Mr. Sorensen reviewed the report with the Board.
- b. Engineering Report - No Report.
- c. Finance Report - Mr. Broyles reviewed the Finance report and provided an update on delinquent accounts.
- d. Operations & Maintenance Report - Mr. Young mentioned water use dropped to 5.3 mgd due to the recent rain.
- e. Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) - Mr. Broyles provided an overview of the topics covered in the last meeting; a refinancing discussion, nutrients, and the Clean Water Plan to name a few.
- f. Seattle System Operating Board - No Report.
- 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 attended the Fall Conference at Great Wolf Lodge where the main topic was Covid-19. Mr. Sorensen will provide more details to the Board via email. The Section IV meeting featured an election of new officers.
- j. Wellness Committee - No Report.
- k. Attorney's Report - No Report.

**COMMISSIONER'S COMMENTS:** None.

**COMMISSIONER CALENDARS**

Commissioner Kachakov will not be available for the October 5, 2021 meeting. Commissioner Maloney may not be available for the October 19, 2021 meeting.

**ITEMS FROM THE PUBLIC**

Commissioner Clarke adjourned the meeting at 7:00 pm for a 10-minute break.

**EXECUTIVE SESSION**

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1)(1)(c) at 7:10 pm for 30 minutes to discuss potential litigation. The Board of Commissioners, Mr. Linton, Mr. Sorensen and Jason Murrin attended the meeting.

The Executive Session was extended for 30 minutes

The Executive Session ended and the open public meeting was reconvened at 7:55 pm.

**ADJOURNMENT**

Commissioner Clarke adjourned the meeting at 7:56 p.m.

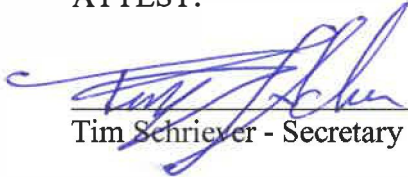


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Chuck Clarke - President

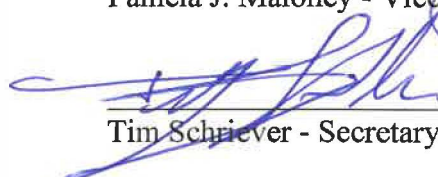


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Pamela J. Maloney - Vice President

ATTEST:



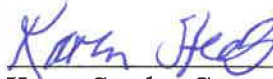
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Tim Schriever - Secretary



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Tim Schriever - Secretary



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Aleksandra Kachakov - Commissioner



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Karen Steeb - Commissioner

Minutes: Jane Nicholls