

WOODINVILLE WATER DISTRICT
1409th Regular Meeting
October 6, 2020

ATTENDANCE

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

CALL TO ORDER

Commissioner Maloney called the meeting to order at 5:02 p.m.

ROLL CALL

Commissioners Clarke, Maloney, 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 Clarke to approve the Meeting Agenda. Vote 3-0-0. Motion carried. So ordered.

MINUTES APPROVAL

7 (a) September 15, 2020 Regular Meeting Minutes

It was moved by Commissioner Steeb and seconded by Commissioner Clarke to approve the September 15, 2020 Regular Meeting Minutes. Vote 3-0-0. Motion carried. So ordered.

CONSENT AGENDA

8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #98173 through #98246 and Payroll Advice #8627 through #8664 in the amount of \$964,756.10
- Sewer Maintenance Fund (09-104-0510), Vouchers #27153 through #27156 in the amount of \$325,129.72
- Water Construction Fund (09-104-3010), Vouchers #35359 through #35364 in the amount of \$75,311.67
- Sewer Construction Fund (09-104-3510), Vouchers #40965 through #40966 in the amount of \$11,779.71

10/12/2020 A/P and 9/28/2020 Payroll A/P

It was moved by Commissioner Clarke and seconded by Commissioner Steeb to approve the Consent Agenda. Vote 3-0-0. Motion carried. So ordered.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

OLD BUSINESS: None.

Commissioner Schriever joined the meeting at 5:26 pm.

NEW BUSINESS

11 (a) 2021-2022 Operations Budget Highlights

Mr. Brown presented a PowerPoint presentation which provided detailed information on some important new equipment purchases and an additional staffing request included in the 2021-2022 budget. The Board appreciated the additional information and thanked Mr. Brown for his excellent presentation.

11 (b) Water & Sewer Rate Study Presentation

Mr. Broyles reviewed the Rate Study information with Board and introduced Shawn Koorn from HDR Engineering who assisted in presenting a PowerPoint slide demonstration for the Board and staff regarding the Water and Sewer Rate Study.

As part of the biennial budget processes, the District conducts a rate study of both water & sewer rates to determine rate adjustment(s) needed to support the District's budget.

The selection of a rate scenario and "alternative" rate structure will provide the District with spending authority for 2021 and 2022. The Board thanked Mr. Broyles and Mr. Koorn for their excellent work on the presentation and all Board members agreed they would prefer both the Scenario #2 and Alternative #2 options. Mr. Broyles will use these options for the budget preparations.

Commissioner Knapinski joined the meeting via Microsoft Teams at 6:15 pm.

REPORTS

- (a) General Manager's Report – Mr. Sorensen reviewed the report with the Board.
- (b) Engineering Report – Mr. McDowell reviewed the report with the Board.
- (c) Finance Report – No Report.

- (d) Operations & Maintenance Report - Mr. Brown let the Board know there was a 4" AC main break on Friday, October 2, 2020 which only ran for 15 minutes but caused some minor flooding in a customer's basement. The Risk Management Pool is assisting the customer with the restoration process.
- (e) MWPAAC – The next meeting via SKYPE will be November 5, 2020 at 10:30 am.
- (f) Seattle System Operating Board - Mr. Sorensen attended the meeting and updated the Board on the highlights of the meeting.
- (g) Sno-King Water District Coalition - The next meeting will be October 12, 2020 at 10:30 am via Webex.
- (h) Snohomish River Regional Water Authority (SRRWA) - Commissioner Steeb attended the virtual Annual Meeting and provided an overview of the topics discussed.
- (i) Washington Association of Sewer and Water Districts (WASWD) - Commissioner Steeb, Commissioner Clarke and Mr. Sorensen all attended the virtual Fall Conference September 16-19, 2020 and mentioned it was interesting and well done. Commissioner Clarke will begin his duties as Section IV Director on October 19, 2020 at the next virtual Section IV meeting at 7:00 pm. The next virtual WASWD Board of Directors meeting will be at 10:30 am on October 26, 2020.
- (j) Wellness Committee - Commissioner Steeb reported on recent wellness activities.
- (k) Attorney's Report – No Report.

COMMISSIONER'S COMMENTS: None.

COMMISSIONER CALENDARS

All Commissioners said they will be available for the next meeting on October 20, 2020. Commissioner Steeb is tentative for the November 3, 2020 meeting.

ITEMS FROM THE PUBLIC: None.

EXECUTIVE SESSION: None.

ADJOURNMENT

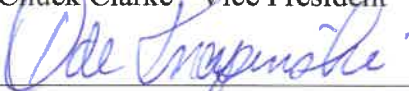
Commissioner Maloney adjourned the meeting at 8:04 p.m.

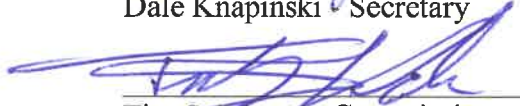
ATTEST:


Dale Knapinski - Secretary


Pamela J. Maloney - President


Chuck Clarke - Vice President


Dale Knapinski - Secretary


Tim Schriever - Commissioner


Karen Steeb - Commissioner

Minutes: Jane Nicholls