

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF COAL CREEK UTILITY DISTRICT
OF KING COUNTY, WASHINGTON**

Held on April 25, 2018

A regular meeting of the Board of Commissioners of Coal Creek Utility District was held at the District Office, 6801 – 132nd Place SE, Newcastle, Washington, on April 25, 2018. Commissioner Pam Martin, Board President, called the meeting to order at 5:00 p.m. Commissioner Doug Kunkel, Board Vice President, and Commissioner Ric Anderson, Board Secretary, were also in attendance. District Staff Robert Russell, General Manager, Anne Paige, Finance Manager, and Patrick Martin, Operations Manager, were present. John Milne, District counsel, was also present.

APPROVAL OF AGENDA

Commissioner Kunkel made a motion to approve the agenda. Commissioner Anderson seconded the motion, which carried unanimously.

CONSENT AGENDA

Approval of Minutes – Regular Board meeting – April 11, 2018

Lot 8 of Newcastle Commons – DEA – Design Approval

Commissioner Anderson made a motion to approve the consent agenda. Commissioner Kunkel seconded the motion, which carried unanimously.

CITIZENS' COMMENTS / CONCERNS

There were no comments from the citizens in attendance.

EQUIPMENT SURPLUS

Mr. Martin recommended the District dispose of a trailer (2000) as surplus as the District no longer needed the equipment. Following discussion, Commissioner Anderson so moved by the

adoption of Resolution No. 1864. Commissioner Kunkel seconded the motion, which carried unanimously. The Commissioners suggested District staff determined whether another water-sewer district may be interested in acquiring the trailer before submitting it to the auction.

ATTORNEY'S REPORT

There was no attorney's report.

ENGINEER'S REPORT

Mr. Martin reported the contractor on the District's 440 Reservoir Recoating Project had recently contacted the District's consulting engineer to provide documentation to close-out the project. Staff and the engineer will keep the Board further advised.

APPROVAL OF VOUCHERS

The Board approved for payment Water/Sewer Maintenance Fund Voucher Nos. 2347 through 2385 in the amount of \$70,201.77.

The Board approved for payment Water/Sewer Maintenance Fund – Direct Deposit – Payroll in the amount of \$20,000.00.

FINANCE MANAGER'S COMMENTS

The Finance Manager reported District staff would receive another demonstration of the Sage 50 software the following day. The Board had recently authorized the purchase and implementation of the software. Staff hoped to implement the installation of the software and conversion by August 1, 2018. Staff will keep the Board further advised.

The Finance Manager reported she would meet with representatives of the State Auditor's Office on May 10, 2018. She advised the District's financial statement was due to be filed by May 25, 2018.

OPERATIONS MANAGER'S COMMENTS

Mr. Martin reported on his attendance at the MWPAAC meeting that day.

GENERAL MANAGER'S COMMENTS

Mr. Russell reported on the status of the draft newsletter. The Commissioners requested that certain revisions be made to the draft.

COMMISSIONERS' COMMENTS

Commissioner Anderson reported on his attendance at the April 19, 2018 WASWD Conference and Training Committee meeting.

Commissioner Anderson reported he planned to attend the April 30, 2018, WASWD Board meeting.

Commissioner Martin reported that she will not be available to attend the April 30, 2018 WASWD Board meeting.

Commissioner Martin had questions for staff regarding the draft updates to the District's employee handbook. Staff will report further to the Board.

Commissioner Martin reported on her attendance at the April 12, 2018, SPU Operating Board meeting.

ADDITIONAL CITIZEN'S COMMENTS

There were no comments from the citizen in attendance.

KING COUNTY FRANCHISE COMPENSATION ORDINANCE – PENDING LITIGATION

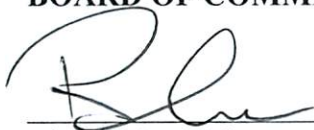
Milne requested an executive session pursuant to RCW 42.30.110 (1)(i) to discuss the status of the litigation involving the King County franchise compensation ordinance. Following discussion, Commissioner Anderson so moved on that basis. Commissioner Kunkel seconded the

motion, which carried unanimously. Before convening the executive session at 5:55 p.m., Commissioner Martin advised the executive session would conclude at approximately 6:05 p.m. the Commissioner, District management staff and Milne then attended the executive session. At 6:05 p.m., the executive session concluded and open public meeting reconvened.

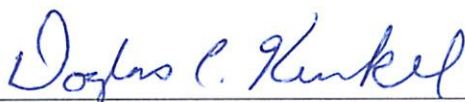
OTHER DISTRICT BUSINESS

As there was no further business or persons to be heard, the meeting concluded at 6:10 p.m.

BOARD OF COMMISSIONERS



Richard D. Anderson, Commissioner



Douglas C. Kunkel, Commissioner



Pamela A. Martin, Commissioner