

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

Held January 22, 2014

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 January 22, 2014. Commissioner Anderson called the meeting to order at 5:00 p.m. Commissioners Kunkel and Martin were present. District Management Staff Robert Russell, Todd Hynek, and Pam Nelson were present. District Field Staff Patrick Martin and Steve Moye were also present. John Milne, General Counsel and Dave Hutley, Consulting Engineer, were also present.

CITIZENS' COMMENTS AND CONCERNS

There were no comments from the citizens in attendance.

COMMISSIONER'S RECOGNITION

Russell presented Martin with a plaque in recognition of her 20 years of service as a Commissioner on behalf of the District. Martin thanked Russell for the plaque and for the opportunity to serve the District and rate payers.

CONSENT AGENDA

Approval of minutes – regular Board meeting of January 8, 2014

Millennial Builders DEA – Sewer Only - Approval.

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

2014 SPU FACILITIES CHARGES

Russell reported the City of Seattle had adjusted its facility charge effective February 1, 2014 to be \$836 per equivalent residential unit. The District was required, pursuant to its wholesale water supply contract with Seattle, to collect the facility charge, referred to as a “meter

charge” by the District, for all new connections to the District’s water system and to remit the charge to Seattle. Therefore, Russell recommended the District adjust its Seattle meter charge in like amount effective February 1, 2014. Following discussion, Martin made a motion to adopt Resolution No. 1789 revising the District's Seattle meter charge as recommended effective February 1, 2014. Kunkel seconded the motion, which carried unanimously.

ATTORNEY'S COMMENTS

Milne reported he will present at the State Association Commissioners’ Workshop to be held on January 25, 2014, regarding the topic of the role of commissioners and managers.

ENGINEER'S COMMENTS

Hutley reported on the 440 Reservoir recoating project.

OFFICE MANAGER'S COMMENTS

Nelson reported the State Auditor's Office audit of the District for the year 2012 had commenced that day. She advised an entrance conference with the auditor conducting the audit would be scheduled in early February, 2014.

OPERATIONS MANAGER'S COMMENTS

The Operations Manager had no comments.

GENERAL MANAGER'S COMMENTS

Russell advised the District had recently received an invoice from the City of Renton relating to Renton's franchise with the District. However, the franchise had expired in November, 2012. Following discussion, the Board directed Russell and Milne to review possible options regarding a new franchise with the City and to report back to the Board.

Russell advised he had communicated with Andy Maron as special counsel for the District related to the City's interest in acquiring the District’s former operations center. Maron recently inspected the property with District Staff. Russell will keep the Board further advised.

Russell showed the Commissioners pictures of the District's two new vehicles.

Russell reported there had been no change in the Newport Woods monolith street lighting charge matter. He will keep the Board further advised.

Russell provided the Commissioners with a depiction of possible trail corridors in the area of the District's office and the new development plan for the Mutual Materials property.

COMMISSIONER'S COMMENTS

Martin again thanked the Commissioners and Staff for her recognition plaque.

Martin reported on her attendance of the State Association Government Relations Committee meeting.

Martin reported on her attendance at the State Association Emergency Preparedness Committee Meeting.

Martin noted the State Association has a new website.

Martin reported on her attendance at the Retrospective Rating Committee meeting.

Martin advised she had requested assignment to the State Association strategic planning taskforce through the State Association Board of Directors.

Kunkel advised regarding his attendance at a Newcastle Chamber of Commerce event held on January 16, 2014.

Anderson advised on his attendance at most of the State Association Committee meetings Martin had attended.

Anderson reported on his attendance at the most recent Sno-King Water Alliance meeting. He advised the next meeting was scheduled for February 10, 2014 at Mukilteo Water and Wastewater District.

ADDITIONAL CITIZENS' COMMENTS AND CONCERNS

There were no citizens in attendance.

EXECUTIVE SESSION - EMPLOYEE PERFORMANCE REVIEW

Russell requested an Executive Session pursuant to RCW 42.30.110(1)(g) to review the performance of District management staff and discuss the status of management employment contacts. Following discussion, Kunkel so moved on that basis. Martin seconded the motion, which carried unanimously. Before convening the Executive Session at 6:15 p.m., Anderson advised the Executive Session would be concluded at approximately 6:30 p.m. The Commissioners, Russell, and Milne then attended the Executive Session. At 6:30 p.m., the Executive Session was extended until 6:45 p.m. which was publicly announced. At 6:30 p.m., the Executive Session was concluded and open public meeting was reconvened.

APPROVAL OF VOUCHERS

The Board approved for payment Water/Sewer Maintenance Fund Voucher numbers 042493 in the amount of \$3,915.42.

The Board approved for payment Water/Sewer Maintenance Fund Voucher numbers 042494 through 042524 in the amount of \$91,672.03.

The Board approved for payment Water/Sewer Maintenance Fund Voucher numbers 010109 through 010121 in the amount of \$13,450.00.

OTHER DISTRICT BUSINESS

As there was not further business or persons to be heard, the meeting was concluded at 6:50 p.m.


Richard D. Anderson, Commissioner


Douglas C. Kunkel, Commissioner


Pamela A. Martin, Commissioner