

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

Held on August 10, 2016

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 August 10, 2016. Commissioner Kunkel, Board President, called the meeting to order at 5:00 p.m. Commissioner Ric Anderson, Board Vice President, and Commissioner Pamela Martin, Board Secretary, were present. District Staff Robert Russell, General Manager, Patrick Martin, Operations Manager, and Tish Hunter, Finance Manager, were present. John Milne, General Counsel, was also present.

APPROVAL OF AGENDA

Commissioner Anderson made the motion to approve the agenda as presented. Commissioner Martin seconded the motion, which carried unanimously.

CONSENT AGENDA

Approval of minutes – Regular Board Meeting of July 27, 2016

Atlas – Water – Design Approval

Adela Vista – Water & Sewer – DEA – Design Approval

Tract J – Water & Sewer – DEA – Conditional Approval

Ebenezer Extension – Sewer – DEA Approval

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

CITIZENS' COMMENTS / CONCERNS

There were no comments from the citizens in attendance.

VEHICLE REQUEST

District staff had previously requested the Board approve the purchase of a compact vehicle for office use. The vehicle would be shared for periodic trips such as bank runs, to the King County Treasurer's office, and various local meetings. Staff preference was for a previously used vehicle with four doors, a hatchback, fuel efficient, low maintenance, maneuverable, low purchase price, and low mileage. However, at the July 27, 2016, meeting, the Board had directed staff to obtain information on the potential purchase of a new vehicle with the stated performance requirements for up to \$20,000, not including tax, and to report back to the Board for further consideration.

Russell reported that bids for the vehicle had been obtained from the government purchasing roster maintained by the National Joint Powers Alliance (NJPA), a cooperative equipment purchasing roster. He advised that a low bid of \$19,313.21 before tax for a 2016 Honda Fit had been obtained and it was staff's recommendation the District purchase the Honda as the lowest bid for a vehicle that met the bid's specifications. Following discussion, Commissioner Martin made the motion to waive the competitive bidding requirements set forth in RCW 57.08.050 and to authorize staff to purchase the Honda Fit through the NJPA purchasing roster by the adoption of Resolution No. 1837. Commissioner Anderson seconded the motion, which carried unanimously.

ATTORNEY'S COMMENTS

There was no attorney report.

ENGINEER'S COMMENTS

Mr. Martin presented the engineer's report dated August 10, 2016, on the status of District engineering projects.

APPROVAL OF VOUCHERS

The Board approved for payment Water/Sewer Maintenance Fund Voucher Nos. 1026 through 1060 in the amount of \$257,784.49.

The Board approved for payment Capital Improvement Fund Voucher No. 1 in the amount of \$118,505.51.

The Board approved for payment Water/Sewer Maintenance Fund – Direct Deposit/Payroll in the amount of \$120,112.90.

FINANCE MANAGER'S COMMENTS

The Finance Manager had no comments.

OPERATIONS MANAGER'S COMMENTS

Mr. Martin reported the District now needed to replace water meters and related equipment in the Olympus area due to their age. However, he advised the Board had previously determined the District would only use Sensus meters due to their superior performance and to standardize maintenance and parts inventory. He further advised that Sensus meters could only be obtained from Ferguson Waterworks and provided the Commissioners with a quote of \$217,97.62 to obtain the meters and related equipment from Ferguson. Because the meters were only available through Ferguson, involved special equipment from a single source of supply, Mr. Martin recommended

the bidding requirements be waived to purchase the meters and equipment from Ferguson. Mr. Milne advised that, if the District determined to purchase the Sensus meters and related equipment from Ferguson, it should authorize such by resolution based on the single source of supply as authorized by RCW 39.04.280 (1) (a).

Following discussion, the Board directed staff to further negotiate with Ferguson to obtain the most competitive price for the equipment, to also determine whether Sensus meters could be obtained from Sensus directly, and to then report back to the Board at the next meeting.

Mr. Martin reported on the status of the 440 Reservoir recoating project. He also advised he was working with the project contractor and the owner of a residence located adjacent to the project site to resolve a dust issue. He will keep the Board further advised.

GENERAL MANAGER'S COMMENTS

Russell noted the District had recently been recognized by the American Water Works Association, a national association of municipal water purveyors, for the District's membership in that organization for fifty years.

Russell requested the Commissioners advise staff whether they planned to attend the Washington Association of Sewer and Water District's Fall Conference so that registration could be completed.

COMMISSIONERS' COMMENTS

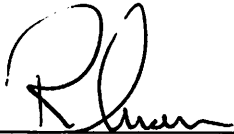
Commissioner Martin reported on her attendance at recent State Association Executive Committee meetings. She advised a new Executive Director had been chosen and an employment contract was now being negotiated with the candidate.

ADDITIONAL CITIZEN'S COMMENTS

Gordon Bissett noted he had recently purchased a Honda Fit and he felt the vehicle would satisfy the District's needs.

OTHER DISTRICT BUSINESS

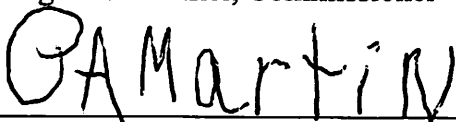
As there was no further business or persons to be heard, the meeting concluded at 5:58 p.m.



Richard D. Anderson, Commissioner



Douglas C. Kunkel, Commissioner



Pamela A. Martin, Commissioner