

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

Held on January 12, 2022

A regular meeting of the Board of Commissioners of Coal Creek Utility District was held by remote means and in-person at the District Office, 6801 – 132nd Place SE, Newcastle, Washington, on January 12, 2022, pursuant to the Washington State Governor’s Proclamation No. 20-28, as extended. Commissioner Pam Martin, Board President, attended in-person, and called the meeting to order at 5:05 p.m. Commissioner Suzi O’Byrne, Board Vice-President, attended by telephone conference call, and Commissioner Doug Kunkel, Board Secretary, attended in-person. District staff Robert Russell, General Manager, Patrick Martin, Operations Manager, and Jamie Crookston, Finance Manager, and Rosemary Larson, legal counsel, attended in-person. Bill Reynolds, District engineer, attended by telephone conference.

In compliance with Proclamation No. 20-28, as extended, the District provided the public with the ability to attend the meeting by telephone conference, provided notice of the call-in number and information to the public, and provided a speaker phone in the Board meeting room which allowed all persons attending the meeting to hear each other at the same time.

OATH OF OFFICE

Mr. Russell administered the oath of office to Commissioner Kunkel, and Commissioner Kunkel signed the written oath.

APPROVAL OF AGENDA – ADDITIONS OR DELETIONS

Mr. Russell informed the Commissioners that if they want to elect officers for 2022 tonight, they could add the item to the agenda.

Commissioner Kunkel made a motion to approve the agenda, with the addition of Item 4A Election of Officers. Commissioner O’Byrne seconded the motion, which passed unanimously.

ELECTION OF OFFICERS

After discussion, the Board consensus was to follow the Board’s normal rotation of offices for the election of officers for 2022.

In accordance with the Board consensus, Commissioner Kunkel moved that the following Board officers be elected to serve for 2022 until the first Board meeting in 2023:

Board President – Commissioner O’Byrne

Board Vice President – Commissioner Kunkel

Board Secretary – Commissioner Martin

Commissioner O’Byrne seconded the motion, which passed unanimously. Commissioners O’Byrne and Kunkel thanked Commissioner Martin for her service as President in 2021.

As newly elected Board President O’Byrne was attending by telephone, Board Vice President Kunkel assumed the chair of the meeting.

CONSENT AGENDA

Approval of Minutes – Regular Board Meeting of December 8, 2021

Approval of Minutes – Special Board Meeting of December 23, 2021

Approval of Resolution – 1911 – Repealing Resolution No. 1908 - CCCP

Design Approval – Water/Sewer – Windtree VI

Commissioner Martin made a motion to approve the consent agenda. Commissioner O’Byrne seconded the motion, which passed unanimously.

CITIZENS’ COMMENTS AND CONCERNS

There were no citizens in attendance.

CARPORT ELECTRICAL

Mr. Martin informed the Commissioners that there is a need to upgrade the electrical facilities in the new carport installed this Summer, and in the carport installed in 2014. Mr. Martin is in the process of obtaining bid proposals for the work, which will be presented to the Board at the next meeting. Commissioner Kunkel asked if the District should consider installing an electric vehicle charging station at the same time as this electrical work. Mr. Martin will research the feasibility and cost of including a charging station in the proposals for the currently planned electrical work, and provide a report at the next meeting.

ATTORNEY'S COMMENTS

There were no attorney's comments.

ENGINEER'S COMMENTS

Mr. Reynolds reported on the status of the 580 Reservoir Project. In December, work was completed on the larger tank. The District is now taking samples before putting that tank back in service. If the results are acceptable, the larger tank will be put in service next week, and work on the smaller tank will begin.

APPROVAL OF VOUCHERS

The Commissioners approved the following Vouchers:

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3340 to 3379 in the amount of \$468,951.32.

Water/Sewer Maintenance Fund – Payroll in the amount of \$22,550.00.

Water/Sewer Maintenance Fund – EFT in the amount of \$19,078.05.

Water/Sewer Maintenance Fund – EFT in the amount of \$63,492.82.

MANAGER'S COMMENTS

Ms. Crookston informed the Commissioners that CPI-W became available today. The annual CPI-W was 4.8 percent. That percentage will be used for cost of living adjustments to staff wages.

Mr. Martin reported that the new pipe truck should be ready by the end of January, and the crane truck should be ready approximately four to six weeks later.

Mr. Russell reported that he attended the Retroactive Program meeting today. The group as a whole will receive back approximately 81 percent of Labor and Industries contributions, which is a tremendous rebate. The District should know its specific rebate amount in June.

COMMISSIONERS' COMMENTS

Commissioner Martin commented that it is good to be back for the new year.

Commissioner O'Byrne concurred with Commissioner Martin.

Commissioner Kunkel also agreed, and looks forward to 2022. The District has a good team.

OTHER BUSINESS

None.

EXECUTIVE SESSION – RCW 42.30.110(1)(i) – Potential Litigation

Mr. Russell requested an executive session under RCW 42.30.110(1)(i) to discuss potential litigation with the District's legal counsel, and advised the executive session would be for 10 minutes. Mr. Reynolds left the meeting.

Commissioner Kunkel convened the executive session at 5:28 p.m., with the Commissioners, Mr. Russell, Mr. Martin, Ms. Crookston, and Ms. Larson attending. At 5:38 p.m., Mr. Russell announced that the executive session was extended for 10 minutes.

At 5:48 p.m., the executive session concluded and the open public meeting was reconvened. No action was taken.

ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 5:52 p.m.

BOARD OF COMMISSIONERS



Suzi O'Byrne, Commissioner



Douglas Kunkel, Commissioner



Pam Martin, Commissioner