

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

Held on January 26, 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 26, 2022, pursuant to the Washington State Governor’s Proclamation No. 20-28, as extended. Commissioner Suzi O’Byrne, Board President, attended in-person, and called the meeting to order at 5:00 p.m. Commissioner Doug Kunkel, Board Vice-President, and Commissioner Pam Martin, 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.

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.

APPROVAL OF AGENDA – ADDITIONS OR DELETIONS

Mr. Russell informed the Commissioners that the three manager employment contracts should be added to the consent agenda, if the Board wishes to approve the contracts as part of the January 26, 2022 meeting.

Commissioner Kunkel made a motion to approve the agenda, with the addition of the following consent agenda items:

- Finance Manager Employment Agreement for 2022 – Approval
- Operations Manager Employment Agreement for 2022 – Approval
- General Manager Employment Agreement for 2022 -- Approval

Commissioner Martin seconded the motion, which passed unanimously.

CONSENT AGENDA

Approval of Minutes – Regular Board Meeting of January 12, 2022

Finance Manager Employment Agreement for 2022 – Approval

Operations Manager Employment Agreement for 2022 – Approval

General Manager Employment Agreement for 2022 -- Approval

Commissioner Kunkel made a motion to approve the consent agenda, as amended.

Commissioner Martin seconded the motion, which passed unanimously.

CITIZENS' COMMENTS AND CONCERNS

There were no citizens in attendance.

2022 SNO-KING MEMBERSHIP

Mr. Russell informed the Commissioners that the District received the invoice for participation in Sno-King for 2022. The invoice amount is \$4,400, which is the same as last year's membership fee. Commissioner O'Byrne commented that Sno-King is a worthwhile organization, which facilitates King and Snohomish County jurisdictions to work together on regional issues. Sno-King's new lobbyist is also one of WASWD's lobbyists, allowing the two organizations to easily coordinate positions on legislation. Commissioner Kunkel also spoke in favor of the District's continued participation in Sno-King.

Commissioner Kunkel made a motion to participate in Sno-King in 2022, and approve payment of the Sno-King invoice in the amount of \$4,400. Commissioner Martin seconded the motion, which passed unanimously.

CARPORT ELECTRICAL PROJECT

Mr. Martin reported that he was able to obtain bid proposals for the Carport Electrical Project that include the installation of Electric Vehicle Charging Stations. As bid, the Project includes electrical upgrades in the carports, a generator receptacle replacement, and the installation of an electric vehicle charging station. The low bidder is Veca Electric and Technologies, with a bid of \$24,938.00, plus sales tax. Mr. Martin recommended including the electric vehicle charging station in the Project. Commissioner Kunkel thanked Mr. Martin for obtaining the pricing information for the electric vehicle charging stations and stated that it makes economic sense to perform that work now as part of the other electrical work.

Commissioner Kunkel made a motion to award the Project contract to Veca Electric and Technologies in the amount of \$24,938.00, plus sales tax, and authorize the District Manager to sign the contract on behalf of the District. Commissioner Martin seconded the motion, which passed unanimously.

ATTORNEY'S COMMENTS

Ms. Larson reported on three items of interest regarding the 2022 Legislative Session: (1) the State Legislature has delayed the start date for the long term insurance program, (2) no bills were introduced this year that would impact the District's authority to lien property for failure to pay service charges, and (3) local governments were removed from a bill that, if passed, would require payment of "pre-judgment" interest beginning with the date on which a tort cause of action accrues regardless of whether the defendant has knowledge of the claim.

ENGINEER'S COMMENTS

There were no engineer's comments.

APPROVAL OF VOUCHERS

The Commissioners approved the following Vouchers:

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3380 to 3387 in the amount of \$81,224.75.

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3388 to 3404 in the amount of \$50,577.12.

Water/Sewer Maintenance Fund – Payroll in the amount of \$63,922.08.

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

Water/Sewer Maintenance Fund – EFT in the amount of \$18,302.97.

MANAGER’S COMMENTS

Ms. Crookston had no additional comments.

Mr. Martin reported that the agenda packet contains correspondence from the District engineer to the contractor on the WSDOT I-405 Project. During the recent severe weather, soil movement occurred in the vicinity of the Project area, affecting a District sewer main. The sewer main is still intact, and the engineer is directing that the contractor take short term and long term actions, as detailed in the letter. The District engineer and staff will be monitoring the situation, and WSDOT is working with the District engineer to determine how best to stabilize the site, and then repair or replace the pipe, as appropriate.

Mr. Martin also reported that he is working with the District engineers and the City of Newcastle to begin the process of obtaining permits and preparing a bid package for the Decant Facility Project. Regarding the 580 Tank Project, the large tank has been returned to service, and work on the smaller tank is underway.

Mr. Russell had no additional comments.

COMMISSIONERS' COMMENTS

Commissioner Martin commented that she is pleased that her documents were located.

Commissioner Kunkel had no additional comments.

Commissioner O'Byrne thanked Commissioner Kunkel for chairing the January 12 Board meeting.

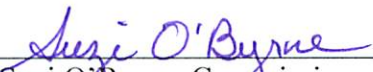
OTHER BUSINESS

None.

ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 5:27 p.m.

BOARD OF COMMISSIONERS



Suzi O'Byrne, Commissioner



Douglas Kunkel, Commissioner



Pam Martin, Commissioner