

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

Held on February 9, 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 February 9, 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. Bill Reynolds, District Engineer, attended by telephone conference call.

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

Commissioner Kunkel made a motion to approve the agenda. Commissioner Martin seconded the motion, which passed unanimously.

CONSENT AGENDA

Approval of Minutes – Regular Board Meeting of January 26, 2022

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

CITIZENS' COMMENTS AND CONCERNS

There were no citizens in attendance.

DECANT FACILITY – SCOPE OF WORK AND BUDGET

Mr. Martin informed the Commissioners that PACE has prepared a scope of work for engineering services for the Decant Facility Project at the 580 Tank site. The Scope of Work includes the preparation of plans and permit applications that will bring the Project to the bidding stage. Mr. Reynolds further explained the Scope of Work, and the Project. The total estimate for the Scope of Work is \$136,864.00.

Mr. Reynolds and Mr. Martin responded to the Commissioners' questions regarding the Project, and discussed the pros and cons of designing the Decant Facility to handle hazardous material, including material from other entities. Mr. Reynolds indicated that PACE will review both options, but the Facility will probably be designed to process only the District's debris.

Mr. Martin recommended that the Commissioners approve the Scope of Work, so that the Project can move forward.

After discussion, Commissioner Martin made a motion to approve the PACE Scope of Work for the Decant Facility Project in the amount of \$136,864.00. Commissioner Kunkel seconded the motion, which passed unanimously.

ATTORNEY'S COMMENTS

There were no attorney's comments.

ENGINEER'S COMMENTS

Mr. Reynolds reported on the status of the 580 Tank Site Project. The larger tank is back in service. Work is proceeding on the smaller tank. The site has been prepared for the foundation improvements, but the contractor is waiting for the end of the truck driver strike.

APPROVAL OF VOUCHERS

The Commissioners approved the following Vouchers:

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3405 to 3419 in the amount of \$76,002.38.

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3420 in the amount of \$46,315.32.

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3421 to 3444 in the amount of \$313,221.67.

Water/Sewer Maintenance Fund – Payroll in the amount of \$66,620.90.

Water/Sewer Maintenance Fund – EFT in the amount of \$4,734.84.

Water/Sewer Maintenance Fund – EFT in the amount of \$65,643.87.

MANAGER'S COMMENTS

Ms. Crookston reported that the Department of Retirement Systems selected the District for a DRS compliance review. She will be submitting the requested information to DRS tomorrow.

Mr. Martin reported that PACE has designed a base for the AMI antenna at the 580 Tank. District staff will present the design to the City of Newcastle, to determine if the base alone can be installed without completing the full process for the approval of the antenna, which may require a public hearing.

Mr. Martin also provided information regarding the Canopy DEA Project, which is in the design phase. This Project is required to provide certain off-site increased easement width and improvements. Typically, the District requires that off-site easements and improvements be in place before the District grants final approval to the design. However, the Canopy developer requested to be allowed to phase the Project, so that construction may begin before the off-site

improvements are installed. Ms. Larson commented that this might require an amendment to the Developer Extension Agreement. Commissioner Kunkel spoke in favor of allowing the requested phasing, so long as the District's interests can be protected. The Board's consensus was that staff should proceed with discussions with the developer, and with the District's legal counsel, regarding the Project phasing.

Mr. Russell reported that the districts involved in the King County Right of Way Litigation have reached the franchise negotiation stage of the process. Legal counsel has requested that the districts provide information regarding costs related to fire suppression facilities. Mr. Russell has requested that FCS Group provide a proposal for a study on this topic.

Mr. Russell informed the Commissioners that he will not be present at the meeting on February 23. He also reported that the District has received a public records request from the attorney for the owner of property in Bellevue, where the landslide occurred, requesting records relating to the District's decision to replace A/C pipe.

COMMISSIONERS' COMMENTS

Commissioner Martin commented that she is proud of the District's progressive policies regarding the maintenance of District facilities.

Commissioner Kunkel thanked Ms. Crookston for her assistance with his change of status.

Commissioner O'Byrne thanked District staff for sending her to the Commissioners' workshop, which was very informative.

OTHER BUSINESS

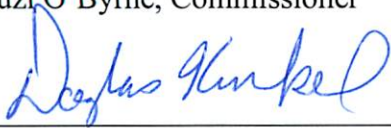
None.

ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 6:00 p.m.

BOARD OF COMMISSIONERS

Suzi O'Byrne, Commissioner



Douglas Kunkel, Commissioner



Pam Martin, Commissioner