

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

**Held on February 21, 2024**

A special meeting of the Board of Commissioners of Coal Creek Utility District was held in-person and by remote means at the District Office, 6801 – 132<sup>nd</sup> Place SE, Newcastle, Washington, on February 21, 2024. Commissioner Doug Kunkel, Board President, attended by Zoom, and called the meeting to order at 12:34 p.m. Commissioner Suzi O’Byrne, 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.

The District provided the public with ability to attend the meeting by Zoom or conference call, and provided notice of the call-in and remote access information to the public and a speaker in the meeting room which allowed all persons attending to hear each other at the same time.

**APPROVAL OF AGENDA – ADDITIONS OR DELETIONS**

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

**DISCUSSION OF INTERVIEW PROCESS**

Mr. Russell informed the Commissioners that two nominees for the vacant Commissioner position submitted application materials, which are in the agenda packet. The candidates are scheduled for interviews at this special meeting, at 1:00 p.m. and 2:00 p.m. respectively. The Commissioners, District staff and Ms. Larson discussed the interview process and proposed questions for the candidates.

## **COMMISSIONER CANDIDATE INTERVIEWS**

At 12:55 p.m., candidate Bruce Williams joined the meeting in person. The Commissioners interviewed Mr. Williams for the vacant Commissioner position, and Mr. Williams responded to the Commissioners' questions. The interview concluded at 1:20 p.m. and Mr. Williams departed the meeting.

Commissioner O'Byrne made a motion to address Item 8, Vactor Truck Repair, out of order as Item 5A on the Agenda, before conducting the second Commissioner candidate interview. Commissioner Kunkel seconded the motion, which passed unanimously.

## **VECTOR TRUCK REPAIR**

Mr. Martin reported that a pump on the District's vactor truck failed. The pump is necessary to perform jetting, and must be replaced so that the District can use that function. While the District has ordered a new vactor truck, it will be months before the new truck arrives, and the District may want to keep the current vactor truck as a second option for efficiency. Further, if the District decides to sell the current vactor truck, a truck with an inoperable pump will have little market value. Mr. Russell concurred, and spoke in favor of replacing the pump. Commissioner Kunkel agreed that the District may not want to surplus the current vactor truck immediately and supported repairing the pump.

Commissioner O'Byrne made a motion to have the vactor truck repaired and approve payment of the Owen Equipment Company Work Order for replacement of the failed rodder pump assembly and related repairs in the amount of \$37,965.08, including sales tax. Commissioner Kunkel seconded the motion, which passed unanimously.

## **COMMISSIONER CANDIDATE INTERVIEWS – CONTINUED**

At 1:55 p.m., candidate Peter Zevenbergen joined the meeting in person. The Commissioners interviewed Mr. Zevenbergen for the vacant Commissioner position, asking the same questions as were posed to the first candidate, and Mr. Zevenbergen responded to the Commissioners' questions. The interview concluded at 2:37 p.m. and Mr. Zevenbergen departed the meeting.

## **EXECUTIVE SESSION – RCW 42.30.110(1)(h) – To evaluate the qualifications of candidates for appointment to elective office**

Commissioner Kunkel announced that there would be an executive session under RCW 42.30.110(1)(h) to evaluate the qualifications of the candidates for appointment to elective office, which would be for fifteen minutes and conclude at 2:58 p.m. Commissioner Kunkel convened the executive session at 2:43 p.m., with the Commissioners, Mr. Russell, Mr. Martin, Ms. Crookston, and Ms. Larson attending.

At 2:58 p.m., Commissioner Kunkel announced that the executive session was extended for fifteen minutes, and would conclude at 3:13 p.m. At 3:13 p.m., Commissioner Kunkel announced that the executive session was extended for ten additional minutes, and would conclude at 3:23 p.m. At 3:23 p.m., Commissioner Kunkel announced that the executive session was extended for five additional minutes, and would conclude at 3:28 p.m.

At 3:28 p.m., the executive session was concluded and open session resumed.

After discussion, Commissioner Kunkel made a motion to appoint Peter Zevenbergen to the vacant Commissioner Position No. 1. Commissioner O'Byrne seconded the motion, which passed unanimously.

**ADJOURNMENT**

As there was no further business or persons to be heard, the meeting concluded at 3:33 p.m.

**BOARD OF COMMISSIONERS**

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Douglas Kunkel, Commissioner

*Suzi O'Byrne*  
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Suzi O'Byrne, Commissioner

*[Signature]*  
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Commissioner