

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

Held on February 24, 2021

A regular meeting of the Board of Commissioners of Coal Creek Utility District was held by remote means and with certain staff only at the District Office, 6801 – 132nd Place SE, Newcastle, Washington, on February 24, 2021. Pursuant to the Washington State Governor’s Proclamation No. 20-28, as extended, the meeting was not conducted in-person. Commissioner Pam Martin, Board President, attended via telephone conference call, and called the meeting to order at 5:00 p.m. Commissioner Suzi O’Byrne, Board Vice-President, and Commissioner Doug Kunkel, Board Secretary, also attended via telephone conference call. District staff Robert Russell, General Manager, Patrick Martin, Operations Manager, and Jamie Crookston, Finance Manager, attended at the District’s office and were in compliance with CDC social distancing guidelines. Rosemary Larson, legal counsel, attended via 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 O’Byrne seconded the motion, which passed unanimously.

CONSENT AGENDA

Approval of Minutes – Regular Board Meeting of February 10, 2021

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

CITIZENS' COMMENTS AND CONCERNS

There were no citizens in attendance.

ATTORNEY'S COMMENTS

There were no Attorney's comments.

ENGINEER'S COMMENTS

There were no Engineer's comments.

APPROVAL OF VOUCHERS

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 2481 to 2496 in the amount of \$77,471.00.

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 2497 to 2509 in the amount of \$76,162.35.

The Board approved Water/Sewer Maintenance Fund – Payroll in the amount of \$20,700.00.

The Board approved Water/Sewer Maintenance Fund – EFT in the amount of \$18,312.43.

MANAGER'S COMMENTS

Ms. Crookston informed the Board that the revised Aktivov invoice is in the agenda packet. After staff discussed the previously submitted invoice with Aktivov, Aktivov agreed to revise the invoice to limit the price increase to four percent, and delete the “catch up” portion of the increase. Aktivov also agreed to not exceed four percent increases in the future, unless the District adds modules or other items to the contact. Staff finds the four percent increase reasonable. After discussion, the Board's consensus was in agreement with staff.

Ms. Crookston also reported that staff has begun to evaluate new service providers for customer credit card payments. One provider gave a presentation today, and appears to be more user friendly than the current provider. Ms. Crookston will provide an update once staff receives information regarding the proposed cost.

Mr. Martin provided the Commissioners with a copy of a draft water service transfer agreement proposed by the City of Renton for the Ripley Lane services. Staff is still waiting for information regarding the State's willingness to provide funding for this project.

Mr. Martin reported that the recently ordered trucks are in production. He also reported that the I-405 Water Main Crossing Project is complete and ready for DOT to close out the permit.

Mr. Russell reported that he attended the SPU Operating Board meeting relating to the proposed new contract today. At the meeting, the framework for contract negotiations and discussions were identified.

COMMISSIONERS' COMMENTS

Commissioner O'Byrne reported that she also attended the SPU Operating Board meeting today. Since the last Board meeting, she also attended a cyber-security presentation.

Commissioner Kunkel had no additional comments.

Commissioner Martin had no additional comments.

OTHER BUSINESS

None.

ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 5:13 p.m.

BOARD OF COMMISSIONERS

Pam Martin, Commissioner

Suzi O'Byrne

Suzi O'Byrne, Commissioner

Douglas Kunkel

Douglas Kunkel, Commissioner