

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

Held on April 14, 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 April 14, 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, and Bill Reynolds, District Engineer, 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 as amended. Commissioner O’Byrne seconded the motion, which passed unanimously.

CONSENT AGENDA

Approval of Minutes – Regular Board Meeting of March 24, 2021

May Creek Park Vista – Design Approval

Commissioner Kunkel 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.

GOLF COURSE SEWER REPAIR

Mr. Martin reported that the District staff discovered a damaged sewer pipe. Staff have worked with the District’s engineers to develop a plan to repair the pipe. Based on the size of the hole in the pipe, which exposes the pipe and its contents to the elements, District staff consider this damage to be an emergency. Staff request that the Commissioners declare an emergency for the repair work, waive competitive bidding procedures, and authorize the entry of a contract for the repair work.

After discussion, Commissioner O’Byrne made a motion to declare an emergency with respect to the need for repairs to the sewer pipe, waive competitive bidding requirements, and authorize the entry of a contract for the repair work. Commissioner Kunkel seconded the motion, which passed unanimously.

A Resolution confirming this motion will be brought to the next regular meeting of the Board of Commissioners.

ATTORNEY’S COMMENTS

Ms. Larson had no additional comments.

ENGINEER'S COMMENTS

Mr. Reynolds reported that the Engineer's Report is in the meeting packet. The 580 Tank Project is in progress. An inspection consultant has been retained for this Project. The Pleasant Cove Lift Station and Tank Maintenance Projects are out to bid, with bid openings scheduled for May 12. Regarding the AMI Antenna Project, the City of Newcastle is applying rigorous requirements on the installation of this facility, similar to what is required for a cell tower. Therefore, the District will be attaching the antenna to the 580 Tank.

APPROVAL OF VOUCHERS

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 2586 to 2596 in the amount of \$42,786.21.

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 2597 to 2614 in the amount of \$246,851.17.

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 2615 to 2620 in the amount of \$261,852.54.

The Board approved Water/Sewer Maintenance Fund – Payroll in the amount of \$69,318.93.

The Board approved Water/Sewer Maintenance Fund – EFT in the amount of \$71,797.48.

MANAGER'S COMMENTS

Ms. Crookston had no additional comments.

Mr. Martin commented that the State is fast tracking the fish passage culvert project near Ripley Lane. District staff will bring this project to the Board in the near future.

The District's Carport Project has been on hold, waiting for permit issuance. There may need to be a change order for this Project, for increases in steel pricing due to Covid.

Mr. Russell informed the Commissioners that he is attending the virtual WASWD Spring Conference this week.

COMMISSIONERS' COMMENTS

Commissioner Kunkel had no additional comments.

Commissioner O'Byrne is also attending the WASWD Conference this week.

Commissioner Martin had no additional comments.

OTHER BUSINESS

Mr. Reynolds reported that in connection with the 580 Tank Project, the District asked the contractor for pricing to install two additional hatches (one new hatch for each tank), to provide enhanced accessibility and safety. The contractor provided a price of \$21,002.70, plus tax, for the two hatches. Staff request that the Board approve a change order for this work in this amount.

After discussion, Commissioner O'Byrne made a motion to approve a change order for the installation of two additional hatches, in the amount of \$21,002.70, plus tax. Commissioner Kunkel seconded the motion, which passed unanimously.

ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 5:40 p.m.

BOARD OF COMMISSIONERS



Pam Martin, Commissioner



Suzi O'Byrne, Commissioner

Douglas Kunkel, Commissioner