

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

Held on May 27, 2020

A special 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 May 27, 2020. Pursuant to the Washington State Governor’s Proclamation No. 20-28, as extended, the meeting was not conducted in-person. Commissioner Douglas Kunkel, Board President, was in attendance via telephone conference call, and called the meeting to order at 3:00 p.m. Commissioner Pam Martin, Board Vice-President, and Commissioner Suzi O’Byrne, Board Secretary, attended via telephone conference call. District staff Robert Russell, General Manager and Anne Paige, 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. However, no members of the public attended.

APPROVAL OF AGENDA

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

CONSENT AGENDA

Approval of Minutes – Special Board Meeting of May 13, 2020

Design Approval – Water/Sewer – Michelson Residence DEA

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

APPROVAL OF VOUCHERS

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 1811 to 1832 in the amount of \$110,999.16.

The Board approved Water/Sewer Maintenance Fund – Payroll in the amount of \$23,100.00.

The Board approved Water/Sewer Maintenance Fund – EFT in the amount of \$24,757.08.

GENERAL MANGER’S COMMENTS

Mr. Russell stated that after today’s meeting, District staff will be bringing more items to the Board for consideration and approval at Board meetings, consistent with the Governor’s Proclamation 20-28, as amended. Mr. Russell reported that he signed the McAulliffe contract due to the need to begin the audit process, and he signed the WASWD retrospective rating program agreement due to the program’s deadline.

COMMISSIONERS’ COMMENTS

Commissioner Martin reported that she will attend the WASWD Board of Directors remote meeting June 10.

Commissioner O’Byrne thanked the General Manager and staff for keeping the District’s operations running smoothly and safely. She reported that she has attended several meetings where other agencies provided information on their response to COVID, and this was very informative.

Commissioner Kunkel expressed appreciation for staff's use of the alternating work schedules, and commented that he looks forward to the time when the District can have normal meetings and address a full range of business.

OTHER DISTRICT BUSINESS

Ms. Paige reported that the District remains in good condition financially. The District's audit will begin in the near future.

ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 3:09 p.m.

BOARD OF COMMISSIONERS



Douglas Kunkel, Commissioner

Pam Martin, Commissioner



Suzi O'Byrne, Commissioner