

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

**Held on June 8, 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 – 132<sup>nd</sup> Place SE, Newcastle, Washington, on June 8, 2022. Commissioner Doug Kunkel, Board Vice-President, attended in person, chaired the meeting, and called the meeting to order at 5:00 p.m. Commissioner Suzi O’Byrne, Board President, attended via Zoom 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, and Bill Reynolds, District Engineer attended in-person.

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

**APPROVAL OF AGENDA**

Commissioner Martin 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 May 25, 2022

Commissioner Martin 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.

**EMERGENCY DECLARATION – HAZELWOOD RIDGE SEWER LINE**

Mr. Martin informed the Commissioners that a third party's contractor damaged a District sewer line near the intersection of 116<sup>th</sup> Avenue SE and 73<sup>rd</sup> Place, creating the potential for exposure of the line to the elements and/or the release of effluent. District staff immediately contacted six qualified contractors, and received one prompt response. This contractor performed the necessary repairs and the work is complete. District staff will seek reimbursement for the repair costs from the third party responsible for the damage to the sewer line. Mr. Martin requested that the Commissioners consider Resolution No. 1914, in the meeting packet, which declares an emergency relating to the need to repair the Hazelwood Ridge Sewer Line and waives the bidding requirements of RCW 57.08.050 for the repair work.

After discussion, Commissioner O'Byrne made a motion to approve Resolution No. 1914, declaring an emergency relating to the need to repair the Hazelwood Ridge Sewer Line and waiving the formal bidding requirements of RCW 57.08.050 to perform the repair work. Commissioner Martin seconded the motion, which passed unanimously.

**ATTORNEY'S COMMENTS**

Ms. Larson had no additional comments.

**ENGINEER'S COMMENTS**

Mr. Reynolds presented the Moorman Reimbursement Agreement to the Commissioners. The developer, Moorman 6 LLC, has installed sewer mains adjacent to the Moorman property. The developer has requested that the District enter into a Reimbursement Agreement with respect to the cost of the sewer main installation. Four additional lots are adjacent to the sewer improvements; three of these lots are residential and one is owned by the City of Newcastle and is

currently used as a storm drainage tract. These four lots are described as the Benefited Properties in the Agreement. Mr. Martin requested that the Commissioners approve the Agreement for purposes of providing the Agreement to the owners of the Benefited Properties for comment.

In response to a question from Commissioner Martin, Mr. Reynolds confirmed that under the Agreement, an owner of a Benefited Property would only be required to pay the reimbursement charge if the owner connects a Benefited Property to the sewer improvements. Ms. Larson commented that the Agreement is the District's standard form reimbursement agreement.

After discussion, Commissioner Martin made a motion to approve the Moorman 6, LLC Reimbursement Agreement for purposes of providing the Agreement to the owners of the Benefited Properties for comment. Commissioner O'Byrne seconded the motion, which passed unanimously.

Mr. Reynolds also commented that the contractor on the 580 Tank Site Project is working on the coating for the larger tank. The Pleasant Cove Project is out for bid; the bids will be opened on June 22. Regarding the Vactor Decant Project, the District's staff and engineers met today to discuss that Project's design.

### **APPROVAL OF VOUCHERS**

The following Vouchers were approved:

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3729 to 3735 in the amount of \$12,769.05.

Water/Sewer Maintenance Fund – Accounts Payable - Voucher No. 3736 in the amount of \$64,067.28.

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3737 to 3766 in the amount of \$89,555.31.

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3767 to 3772 in the amount of \$5,145.33.

Water/Sewer Maintenance Fund – Payroll in the amount of \$70,934.55.

Water/Sewer Maintenance Fund – EFT in the amount of \$71,722.19.

**MANAGERS' COMMENTS**

Ms. Crookston had no additional comments.

Mr. Martin informed the Commissioners that Homestead Design has signed the agreement for the next year's landscaping services.

Mr. Russell had no additional comments.

**COMMISSIONERS' COMMENTS**

Commissioner Martin had no additional comments.

Commissioner Kunkel had no additional comments.

Commissioner O'Byrne had no additional comments.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

As there was no further business or persons to be heard, the meeting concluded at 5:26 p.m.

**BOARD OF COMMISSIONERS**

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Suzi O'Byrne, Commissioner



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Douglas Kunkel, Commissioner



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Pam Martin, Commissioner