

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

Held on June 22, 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 – 132nd Place SE, Newcastle, Washington, on June 22, 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 June 8, 2022

DEA Approval – Kolbel Short Plat (sewer only)

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

CITIZENS' COMMENTS AND CONCERNS

There were no citizens in attendance.

ATTORNEY'S COMMENTS

Ms. Larson had no comments.

ENGINEER'S COMMENTS

Mr. Reynolds introduced Sam Chapman, a Project Engineer with PACE. Mr. Chapman is working on several District projects, including developer extensions. He attended the Pleasant Cove Project bid opening. The Commissioners welcomed Mr. Chapman to the District.

Mr. Reynolds reported that the Pleasant Cove Project bid opening occurred earlier in the day. The District received two bids and the apparent low bid is below the engineer's estimate for the Project. Mr. Reynolds will review the bids, and the bid award should be on the agenda for the next Board meeting. The Project may be delayed due to difficulty in obtaining necessary materials.

Mr. Reynolds also distributed the Engineering Status Report, and discussed the Report's highlights.

Mr. Russell presented photographs of the painting in progress at the 580 Tank Site Project.

APPROVAL OF VOUCHERS

The following Vouchers were approved:

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3773 to 3790 in the amount of \$358,804.37.

Water/Sewer Maintenance Fund – Accounts Payable - Voucher No. 3791 to 3817 in the amount of \$82,878.32.

Water/Sewer Maintenance Fund – Payroll in the amount of \$22,650.00.

Water/Sewer Maintenance Fund – EFT in the amount of \$39,059.18.

MANAGERS' COMMENTS

Ms. Crookston informed the Commissioners that she started a training conference today, which is providing good information.

Ms. Crookston also reported that in accordance with the District's resolution which authorizes two staff events each year, District staff are planning a summer lunch event. Commissioners are invited to attend. Commissioner Kunkel spoke in favor of holding the event, as it provides the opportunity to meet new staff and promotes team building. Commissioners Martin and O'Byrne agreed. Staff and the Commissioners discussed various dates for the event. Ms. Crookston will contact the caterer and let the Commissioners know the final date.

Mr. Martin welcomed Sam Chapman to the District and looks forward to working with him.

Mr. Russell had no additional comments.

COMMISSIONERS' COMMENTS

Commissioner Martin had no additional comments.

Commissioner O'Byrne had no additional comments.

Commissioner Kunkel welcomed Sam Chapman.

OTHER BUSINESS

None.

ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 5:16 p.m.

BOARD OF COMMISSIONERS



Suzi O'Byrne, Commissioner



Douglas Kunkel, Commissioner



Pam Martin, Commissioner