

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

Held on July 8, 2020

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 July 8, 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 5:00 p.m. Commissioner Pam Martin, Board Vice-President, and Commissioner Suzi O’Byrne, Board Secretary, also attended via telephone conference call. District staff Robert Russell, General Manager, Patrick Martin, Operations 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 – Regular Board Meeting of July 8, 2020

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

CITIZENS' COMMENTS

There were no citizens' comments.

ATTORNEY'S COMMENTS

Ms. Larson informed the Board that the Governor's most recent Proclamation relating to the Open Public Meetings Act extends the prohibition on in-person meetings until August 1, 2020. In addition, the Governor extended the Ratepayer Assistance Proclamation until August 1, 2020, and the District's Customer Support Program must now be complete and posted on the District's website by that date.

ENGINEER'S COMMENTS

There were no Engineer's comments.

APPROVAL OF VOUCHERS

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher No. 1903 to 1931 in the amount of \$48,455.18.

The Board approved Water/Sewer Maintenance Fund – Payroll in the amount of \$67,026.97.

The Board approved Water/Sewer Maintenance Fund – EFT in the amount of \$68,098.96.

MANGER'S COMMENTS

Ms. Paige reported that the District's audit will begin next week.

There was no Operations report.

Mr. Russell thanked staff for working diligently to keep up with the requirements of the Proclamations issued by the Governor.

COMMISSIONERS' COMMENTS

Commissioner O'Byrne concurred with Mr. Russell's comments, and noted that staff have worked together to continue providing services to the public and keep the District operating smoothly. She thanked the office and field staff for working through the limited capacity and alternating work schedules. She heard no complaints from any customers that service was lacking during this time.

Commissioner Kunkel agreed with Commissioner O'Byrne's comments.

Commissioner Martin asked questions regarding the impact of the Governor's most recent OPMA Proclamation. Mr. Russell responded, and reported that the District's office cannot open to the public until King County is approved for Phase 3 of the re-opening plan. He described safety measures that the District is implementing to provide for a safe re-opening.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

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

BOARD OF COMMISSIONERS



Douglas Kunkel, Commissioner

Pam Martin, Commissioner



Suzi O'Byrne, Commissioner