

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

**Held on July 25, 2018**

A regular meeting of the Board of Commissioners of Coal Creek Utility District was held at the District Office, 6801 – 132<sup>nd</sup> Place SE, Newcastle, Washington, on June 27, 2018. Commissioner Pam Martin, Board President, called the meeting to order at 5:00 p.m. Commissioner Doug Kunkel, Board Vice President, and Commissioner Ric Anderson, Board Secretary, were also in attendance. District Staff Robert Russell, General Manager, Anne Paige, Finance Manager, and Patrick Martin, Operations Manager, were present. John Milne, District counsel, and Dave Hutley, District engineer, were also present.

**APPROVAL OF AGENDA**

Russell advised an executive session regarding the King County franchise compensation ordinance litigation would not be required. Following discussion, Commissioner Kunkel made a motion to approve the agenda as amended to delete that matter. Commissioner Anderson seconded the motion, which carried unanimously.

**CONSENT AGENDA**

Approval of Minutes – Regular Board meeting – June 27, 2018

Aldea at Newcastle Lots 7 & 9 – DEA – Final Acceptance

Commissioner Anderson made a motion to approve the consent agenda. Commissioner Kunkel seconded the motion, which carried unanimously.

**CITIZENS' COMMENTS / CONCERNS**

Gordon Bisset, a Newcastle City Council member who often attends District Board meetings, advised he would sometimes have to leave the Board meetings to attend Newcastle

Planning Commission meetings which started at 6:00 p.m. on certain Wednesdays at Newcastle City Hall.

### **KING COUNTY MONETARY REQUIREMENTS FOR 2019**

Russell advised that the King County Metropolitan Council had recently established a revised sewer rate for 2019 by ordinance. When the District set its sewer service rates for 2018-2019, the District had used the King County projection of a sewer rate for 2019 of \$44.48 per residential customer equivalent (RCE). However, the recently adopted King County sewer rate for 2019 was \$44.33 per RCE. Therefore, District staff will bring to the Board a resolution to amend the pass-through King County sewer rate at \$45.33 per month, or \$90.66 bi-monthly.

### **EQUIPMENT SURPLUS**

Martin recommended certain District personal property be declared surplus to the District's needs and disposed of in accordance with applicable state law. Following discussion, Commissioner Anderson made the motion to declare the property surplus and disposed of in accordance with applicable state law by the adoption of Resolution No. 1868. Commissioner Kunkel seconded the motion, which carried unanimously.

### **580 RESERVOIR ROCK SCALING**

Hutley provided the commissioners a letter dated July 25, 2018, reporting on the results of the bidding of the 580 Reservoir Site Rock Scaling and Tree Removal Project. Only one bid was received submitted by Rock Supremacy, LLC in the amount of \$52,800.00, including tax. He recommended the project contract be awarded to Rock Supremacy in that amount as the lowest responsible bidder. However, as the Commissioners had not received a copy of Rock Supremacy's bid, the Board took the matter under advisement and requested the engineer provide the

commissioners with copies of the bid. The bid will then be further considered at the next regular meeting for possible award.

### **KOVAL – PCL DEVELOPMENT REQUEST**

Russell and Mr. Martin reported to the Board regarding a request from Mr. Ruslan Koval that the District approve the City of Renton providing water and sewer service to Tax Parcel No. 342405-9161 which was located within the District's utility service area boundary. The property is located on 132<sup>nd</sup> Avenue SE/Union Avenue. In 2006, the District agreed that Renton could provide temporary water and sewer service to the property. Koval now proposed to subdivide the property into two lots and that the new lot also be served by Renton.

The commissioners and staff then discussed District water and sewer service in the area of the Koval property and another property located near the intersection of Coal Creek Parkway and SE 95<sup>th</sup> Way known as the Christelle Ridge project. The Christelle Ridge property is located within Renton's utility service boundary, but Renton does not have sewer facilities in the area to serve the property and has requested the property connect to and receive sewer service from the District. The City would provide water service to the project. However, the City proposed the lots within the project would be billed for sewer service by the City. Following discussion, the Board directed staff to discuss possible utility service options for the Koval property and the Christelle Ridge project with City staff and report back to the Board with recommendations.

### **ATTORNEY'S COMMENTS**

Milne reported on the status of the litigation regarding the King County right-of-way compensation matter. He reported cross-motions for summary judgment on the legal issues involved in the litigation were scheduled for July 27, 2018. He will keep the Board further advised.

Milne reported on the status of the excise tax litigation involving several water-sewer districts and the City of Federal Way. He reported cross-motions for summary judgment on the legal issues involved in the litigation were scheduled for September 21, 2018. He will keep the Board further advised.

### **ENGINEER'S COMMENTS**

Hutley provided the commissioners with copies of a report addressing District engineering projects.

### **APPROVAL OF VOUCHERS**

The Board approved for payment Water/Sewer Maintenance Fund Voucher Nos. 2573 through 2583 in the amount of \$84,275.16.

The Board approved for payment Water/Sewer Maintenance Fund – Direct Deposit – Payroll in the amount of \$20,000.00.

### **FINANCE MANAGER'S COMMENTS**

Ms. Paige reported she hoped to roll out the time-tracking application in August and run parallel systems until the end of December 2018.

### **OPERATIONS MANAGER'S COMMENTS**

The Operations Manager reported on sewer service for the Alta Vista project in the vicinity of 118<sup>th</sup> and 84<sup>th</sup>. Because the sewer system to serve that project would not be installed at the depth the District preferred, the Pleasant Cove lift station in the area should be studied for possible reconfiguration and updating. He will keep the Board further advised.

## **GENERAL MANAGER'S COMMENTS**

Mr. Russell requested updated commissioner signatures for the accounts payable authorization signature form.

## **COMMISSIONERS' COMMENTS**

Commissioner Anderson reported on his attendance at the most recent meeting of the WASWD Technology Committee.

Commissioner Anderson reported on his attendance at the most recent meeting of the WASWD Government Relations Committee.

Commissioner Anderson reported on his attendance at the most recent meeting regarding conference training, including the commissioner workshop to be held in January 2019.

Commissioner Anderson reported on his attendance at the most recent meeting of the WASWD Emergency Preparedness Committee.

Commissioner Anderson reported on his attendance at the most recent WASWD Section IV meeting.

Commissioner Martin reported on her attendance at the most recent Seattle Public Utilities Operating Board meeting.

Commissioner Martin reported on her attendance at the most recent meeting of the WASWD Board of Directors and strategic planning session. She reported interviews of applicants for appointment to the vacant Executive Director position were scheduled for August 16, 2018.

Commissioner Martin reported on her attendance at the most recent meeting of the WASWD Finance Committee.

Commissioner Martin reported on her attendance at the most recent meeting of the WASWD Government Relations Committee.

Commissioner Kunkel requested that his absence from the September 12, 2018, Board meeting be excused. Following discussion, on motion made, seconded and carried unanimously, the Board excused his absence from that meeting.

Commissioner Anderson requested that his absence from the August 22, 2018, Board meeting be excused. Following discussion, on motion made, seconded and carried unanimously, the Board excused his absence from that meeting.

#### **ADDITIONAL CITIZEN'S COMMENTS**

There were no citizens in attendance.

#### **EXECUTIVE SESSION – RCW 42.30.110 (g) – EMPLOYEE PERFORMANCE REVIEW**

Russell requested an executive session to review the performance of an employee. Following discussion, Commissioner Kunkel so moved on that basis. Commissioner Anderson seconded the motion, which carried unanimously. Before convening the executive session at 6:35 p.m., Commissioner Martin advised the executive session would conclude at 6:45 p.m. The commissioners, Russell, Mr. Martin and Paige then attended the executive session. At 6:45 p.m., the executive session concluded and open public meeting reconvened.

Following discussion, Commissioner Kunkel made the motion to adjust District employee Dan Gravelle's wage classification from 36 months to 48 months effective immediately based on his exceptional work performance. Commissioner Anderson seconded the motion, which carried unanimously.


**OTHER DISTRICT BUSINESS**

As there was no further business or persons to be heard, the meeting concluded at 6:50 p.m.

**BOARD OF COMMISSIONERS**



Richard D. Anderson, Commissioner



Douglas C. Kunkel, Commissioner



Pamela A. Martin, Commissioner