

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

Held on September 22, 2021

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 September 22, 2021, pursuant to the Washington State Governor’s Proclamation No. 20-28, as extended. Commissioner Pam Martin, Board President, attended in-person, and called the meeting to order at 5:00 p.m. Commissioner Suzi O’Byrne, Board Vice-President, and Commissioner Doug Kunkel, Board Secretary, also attended in-person. District staff Robert Russell, General Manager, Patrick Martin, Operations Manager, and Jamie Crookston, Finance Manager, and Rosemary Larson, legal counsel, attended in-person.

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.

APPROVAL OF AGENDA

Commissioner Kunkel 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 September 8, 2021

Commissioner Kunkel 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.

SPU CONTRACT NEGOTIATIONS CONSULTING SERVICES

Mr. Russell informed the Commissioners that the agenda materials include a proposed agreement for a cost-sharing arrangement for legal and financial consulting services for the SPU operating agreement negotiations. The agreement would require an initial contribution of \$5000. The Board and Mr. Russell discussed the benefits of this agreement.

After discussion, Commissioner O'Byrne made a motion to approve the SPU Contract Negotiations Cost-Sharing Agreement, and authorize the General Manager to execute the Agreement. Commissioner Kunkel seconded the motion, which passed unanimously.

MAY CREEK GROVE – LATECOMERS' AGREEMENT

Mr. Martin informed the Commissioners that the May Creek Grove developer has requested a latecomers' agreement to recover costs of installing the utility system from other benefitted properties, when those properties connect to the utility line. The District will notify the owners of benefitted properties of the proposed agreement, and provide for a comment period. After the comment period, staff will bring the agreement to the Board for consideration and approval.

The Commissioners, Mr. Martin and Ms. Larson discussed the provisions of the latecomers' agreement.

ATTORNEY'S COMMENTS

There were no attorney's comments.

ENGINEER'S COMMENTS

The Engineer was not present.

APPROVAL OF VOUCHERS

The Commissioners approved the following Vouchers:

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3018 to 3039 in the amount of \$57,457.74.

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3040 to 3052 in the amount of \$25,530.16.

Water/Sewer Maintenance Fund – Payroll in the amount of \$21,850.00.

Water/Sewer Maintenance Fund – EFT in the amount of \$34,153.62.

MANAGER'S COMMENTS

Mr. Martin reported that a property owner has short platted his property, and has requested that the new second lot be served by the City of Renton temporarily because the District does not have utility lines in the near vicinity of the property. The City of Renton has lines in the area and is willing to provide service on a temporary basis. The District previously allowed the original lot to be served temporarily by Renton. An agreement with the property owner allowing the temporary service, and a second agreement with Renton, are being prepared and will be brought to the Board at a future meeting.

Mr. Martin also informed the Commissioners that District staff are proposing to change the timing that cross control device inspections are performed, so that all inspections are performed in the Spring. Commissioners and staff discussed the proposed change. A resolution amending the District's cross control program to include this change will be prepared for the Board's consideration.

Ms. Crookston reported that she attended the WASWD Conference, which was very informative.

Mr. Russell reported that the District has not increased rates for two years. He would like to obtain a proposal from FCS Group for a rate study, to determine if the impacts of Covid-19 and related factors require the District to adjust its rates. The Commissioners' consensus was that this information is necessary, and a rate study proposal should be obtained from FCS Group.

COMMISSIONERS' COMMENTS

Commissioner Kunkel had no additional comments.

Commissioner O'Byrne reported that she attended the WASWD Conference, and also thought that it was informative.

Commissioner Martin had no additional comments.

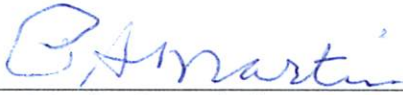
OTHER BUSINESS

None.

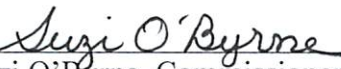
ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 5:51 p.m.

BOARD OF COMMISSIONERS



Pam Martin, Commissioner



Suzi O'Byrne, Commissioner



Douglas Kunkel, Commissioner