

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

Held on November 10, 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 November 10, 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, attended by telephone conference, and Commissioner Doug Kunkel, Board Secretary, attended in-person. District staff Robert Russell, General Manager, and Jamie Crookston, Finance Manager, and Rosemary Larson, legal counsel, attended in-person. Bill Reynolds, District engineer, attended by telephone conference.

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 Martin seconded the motion, which passed unanimously.

CONSENT AGENDA

Approval of Minutes – Regular Board Meeting of October 27, 2021

Final Acceptance – Sockeye Short Plat -- Sewer Only

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.

580 RESERVOIR CHANGE ORDER NO. 4

Mr. Reynolds informed the Board that proposed Change Order No. 4 and supporting materials are in the agenda packet. The proposed Change Order was discussed at the October 27 meeting. Mr. Reynolds has reviewed the Change Order and supporting materials, and the requested costs of \$73,128.03, including sales tax, are reasonable. The Change Order includes the AMI Antenna Mast Support, which is a District-requested item, and other facilities and work which are required as conditions of the City's permits for the Project, including an additional ballast, additional bollards, and a storm water dispersion trench. Mr. Russell spoke in support of approving Change Order No. 4.

After discussion, Commissioner Kunkel made a motion to approve Change Order No. 4 in the amount of \$73,128.03, including sales tax. Commissioner Martin seconded the motion, which passed unanimously.

2022 WSRMP INSURANCE POOL MEMBER ALLOCATION

Mr. Russell reported that the District received correspondence from the Risk Management Pool stating the District's allocation for 2022, which is in the agenda packet. The District's 2021 allocation was \$101,674; the District's 2022 allocation increased to \$134,257. The Commissioners and Mr. Russell discussed the reasons for the cost increase. The consensus was that although the 2022 allocation amount is high, the Risk Management Pool provides good, and necessary, services.

Commissioner Kunkel made a motion to approve the payment of the District's Risk Management Pool 2022 allocation in the amount of \$134,257. Commissioner O'Byrne seconded the motion, which passed unanimously

ATTORNEY'S COMMENTS

Ms. Larson provided an update on the status of the federal mandatory employee Covid-19 vaccination requirements, and the State's implementation of those requirements. Currently, the federal regulations have been stayed by a federal court. Ms. Larson also commented that the Washington Long Term Care Tax is being challenged on two fronts: (1) a lawsuit has been filed in federal court, and (2) an initiative petition is being circulated for signature, and if sufficient signatures are obtained, a vote will be held on whether to repeal that tax.

ENGINEER'S COMMENTS

Mr. Reynolds provided an update on the 580 Reservoir Project. He will ask the contractor to start work immediately on the Change Order No. 4 items. The corrosion repairs should be complete in a few weeks. The City has issued all permits required for the Project. The contractor is still within the Project's timeline. The 2.5-million-gallon Tank should be functional by the end of November, and work will then begin on the smaller Tank.

Mr. Reynolds reported that work on the 440/1060 Tank Project is complete and PACE is working on closing out the Project. The Decant Facility Project will begin within a month.

Mr. Reynolds informed the Commissioners that the comment period for the May Creek Grove Reimbursement Agreement ended on October 29. The District received a comment from one property owner, indicating that the purchase and sale agreement between that owner and the May Grove developer provides that the owner would not be required to reimburse the developer

for the cost of the utility line. Mr. Reynolds, Mr. Russell and Ms. Larson discuss revising the agreement to take this into account.

Mr. Russell commented that PACE engineers mentioned that it is possible that sunlight contributed to some of the corrosion on the 580 Tank. PACE will investigate whether this is likely, and costs associated with using a lighter, reflective color of paint on the Tank.

APPROVAL OF VOUCHERS

Commissioner Kunkel made a motion to approve the vouchers listed below. Commissioner Martin seconded the motion, which passed unanimously.

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3144 to 3169 in the amount of \$302,571.73.

Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 3170 to 3200 in the amount of \$466,430.71.

Water/Sewer Maintenance Fund – Payroll in the amount of \$58,067.86.

Water/Sewer Maintenance Fund – EFT in the amount of \$45.27.

Water/Sewer Maintenance Fund – EFT in the amount of \$57,616.97.

MANAGER'S COMMENTS

Ms. Crookston reported that the State Auditor's Office will complete their work on the District's audit next week. Everything has gone smoothly. The Auditor's exit conference will occur at the December 8 Board meeting.

Ms. Crookston informed the Commissioners that FSC Group's work on the rate study is almost complete. FSC Group will present the rate study at the December 8 Board meeting, and will provide written materials for review prior to that meeting.

Mr. Russell informed the Commissioners that a draft professional services agreement for PACE is in the agenda packet. PACE is reviewing the agreement. The agreement will be on the December 8 meeting agenda. Mr. Russell also reported that the District's SCADA computer, which is in legacy and has had a recent failure, needs to be updated. He has requested quotes for the work and equipment, and will bring this item to the December 8 meeting.

Mr. Russell commented that the District's practice has been to cancel the second Board meeting in November, and the second Board meeting in December.

After discussion, Commissioner Kunkel made a motion to cancel the regular meetings of the Board of Commissioners set for November 24, 2021 and December 22, 2021. Commissioner O'Byrne seconded the motion, which passed unanimously.

COMMISSIONERS' COMMENTS

Commissioner O'Byrne had no additional comments.

Commissioner Kunkel commented that November 10 is the birthday of the United States Marine Corp. He complimented District staff Curtis White on his service with the Marine Corp.

Commissioner Martin had no additional comments.

OTHER BUSINESS

None.

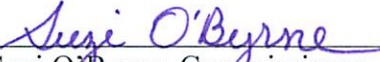
ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 5:48 p.m.

BOARD OF COMMISSIONERS



Pam Martin, Commissioner



Suzi O'Byrne, Commissioner



Douglas Kunkel, Commissioner