

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

**Held on December 11, 2019**

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 December 11, 2019. Commissioner Ric Anderson, Board Vice-President, called the meeting to order at 5:00 p.m. Commissioner Pam Martin, Board Secretary, was also in attendance. Commissioner Kunkel, Board President, attended the meeting later as these minutes indicate. District staff Robert Russell, General Manager, Anne Paige, Finance Manager, and Patrick Martin, Operations Manager, were present. Bill Reynolds, District engineer, and John Milne, legal counsel, were also present.

**APPROVAL OF AGENDA**

Commissioner Martin made a motion to approve the agenda as proposed. Commissioner Anderson seconded the motion, which carried unanimously.

**CONSENT AGENDA**

Approval of Minutes – Special Board Meeting of November 20, 2019

Design approval – Larson Sewer Extension DEA

Resolution No. 1889 – 2020 Water and Sewer Utility Service Rates

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

**CITIZENS' COMMENTS AND CONCERNS**

There were no comments from the citizen in attendance.

### **I-405 WATER MAIN RELOCATION PROJECT BID OPENING**

Bids were opened for the I-405 Water Main Relocation project contract. The low bid was submitted by Laser Underground in the amount of \$172,562.50, not including tax. The engineer's estimate for the work was \$175,000, including tax. The engineer will now check the bid for compliance and make further recommendation to the Board regarding the award of the project contract.

Commissioner Kunkel joined the meeting at 5:15 p.m.

### **DRAFT 2020 ANNUAL BUDGET**

Paige presented the draft budget for 2020. Following discussion, the Board determined to take proposed approval of the budget under advisement for further discussion at the first regular meeting in January 2020.

### **HRA VEBA CONTRIBUTIONS**

Paige reported that District employees lose sick leave beyond a maximum allowed to be carried in their sick leave bank. She noted some districts allow a contribution to the individual employee's VEBA account who may lose excess sick leave. She asked whether the Board was interested in considering such a policy. Following discussion, the Board determined to take the matter under advisement and requested staff to provide further information regarding the policies of other districts regarding the matter.

### **SURPLUS PROPERTY**

Mr. Martin reported that certain scrap metal and meters were no longer needed by the District and should be sold as surplus.

Following discussion, Commissioner Anderson made the motion to adopt Resolution No. 1890 declaring certain scrap metal surplus to the District's needs and authorizing District staff to sell the scrap metal in accordance with applicable state law. Commissioner Martin seconded the motion, which carried unanimously.

Commissioner Anderson made the motion to adopt Resolution No. 1891 declaring certain meters surplus to the District's needs and authorizing District staff to sell the meters in accordance with applicable state law. Commissioner Martin seconded the motion, which carried unanimously.

### **ATTORNEY'S COMMENTS**

Milne reported on the recent Supreme Court decision regarding King County's imposition of rent on public and private utilities to use County right-of-way. He and Eric Frimodt have scheduled a meeting with the water-sewer districts involved in the litigation on Friday, December 13, to consider options to address the decision. He will keep the Board further advised.

### **ENGINEER'S COMMENTS**

Reynolds presented a letter dated December 11, 2019, to the District regarding a request from American Classic Homes (ACH) to provide sewer service to the May Creek Park Assemblage to the north. The property was included in the service area for the Lower May Creek sewer improvements constructed by the District in 2008, and would be charged a sewer local facility connection charge (LFC) per lot to connect to and receive sewer service from those improvements. However, ACH had proposed the property be served to the north by gravity service. Reynolds reported that gravity service may be possible, but that ACH should still be required to pay a sewer LFC for at least the originally-planned 12 lots in the Assemblage if the Board approved the alternative sewer service plan. If approved, an amendment to the project's developer extension

agreement would be required. Following discussion, the Board took the request under advisement for further consideration.

Reynolds reported on the status of the 580 Reservoir repainting project.

### **APPROVAL OF VOUCHERS**

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 1330 to 1375 in the amount of \$181,378.76.

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher Nos. 1376 to 1423 in the amount of \$31,928.26.

The Board approved Water/Sewer Maintenance Fund – Payroll in the amount of \$60,747.09.

The Board approved Water/Sewer Maintenance Fund – EFT in the amount of \$26,147.12.

The Board approved Water/Sewer Maintenance Fund – EFT in the amount of \$61,615.19.

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

Ms. Paige expressed her appreciation for working with Commissioner Anderson and attorney Milne.

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

Mr. Martin expressed his appreciation for working with Commissioner Anderson and attorney Milne.

Mr. Martin advised he would further report to the Board at a later date regarding the replacement of certain District vehicles in 2020.

### **GENERAL MANAGER'S COMMENTS**

Mr. Russell expressed his appreciation for working with Commissioner Anderson and attorney Milne.

Mr. Russell reported he planned to attend the December 13 meeting with Milne to discuss the recent Supreme Court decision relating the King County right-of-way.

**COMMISSIONERS' COMMENTS**

Commissioner Anderson noted the recent passing of Vic Carpine who had previously served as a District commissioner.

Commissioner Martin reported on her attendance at the most recent State Association Board of Directors meeting.

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

Commissioner Kunkel expressed his appreciation for working with Commissioner Anderson and attorney Milne.

**OTHER DISTRICT BUSINESS**

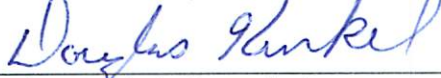
There was no further District business.

**ADJOURNMENT**

As there was no further business or persons to be heard, the meeting concluded at 6:30 p.m.

**BOARD OF COMMISSIONERS**

Richard Anderson, Commissioner



Douglas Kunkel, Commissioner



Pam Martin, Commissioner