

The regular meeting of December 6, 2011 was called to order at 3:08 p.m. Present were Commissioners Charlotte Haines, Ron Ricker and Larry Schoonmaker; Stu Turner, District Manager; Diane Pottinger, District Manager; Denny Clouse, Operations Manager, Mary O'Day, Finance Manager and Jaime Gray, Executive Assistant and Leslie Clark, Assistant District Attorney.

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

Commissioner Haines made a motion to approve the minutes for the November 15, 2011 Regular Meeting, November 21, 2011 Special Meeting, November 22, 2011 Special Meeting and November 23, 2011 Special Meeting. Commissioner Schoonmaker seconded the motion, the motion passed unanimously and the Board signed the minutes.

APPROVAL OF VOUCHERS:

Commissioner Haines made a motion to approve Vouchers 2480-2511, 8106-8139 and 8148-8154 from the Maintenance Fund in the amount of \$207,380.47 and Vouchers 8140-8147 from the Construction Fund in the amount of \$359,500.31. Commissioner Schoonmaker seconded the motion, the motion passed unanimously and the Board signed the vouchers.

NEW / OLD BUSINESS:

Mr. Turner discussed the Proposal he and Dave Findlay of FCS Group prepared to present to the City of Shoreline.

Ms. Clark discussed the memo to the Board regarding Accessory Dwelling Units. (ADUs) She explained that the policy regarding ADUs is not retroactive.

Ms. Pottinger informed the Board that she would like to schedule a special meeting for December 13, 2011 to meet with CHS Engineers so that they can discuss the Comprehensive Water Plan. The Board agreed to the meeting time.

Mr. Turner informed the Board that he and District management took part in the bond rating interview on November 29, 2011. He stated the results of the interview should be in by December 9, 2011.

Mr. Turner discussed the architectural consultant selection process for the remodel project.

Mr. Turner informed the Board that the City of Shoreline has approved an ordinance that extends the franchise agreement with the District thru December 31, 2012. Mr. Turner recommended that the Board not extend it for that long because of the Proposal that has been drafted. He stated at the most, they should extend it to January 31, 2012.

The following resolutions were presented, discussed, moved by Commissioner Haines, seconded by Commissioner Schoonmaker and approved unanimously by the Board:

Resolution 2011.12.42: Appointing Diane Pottinger to the Position of District Manager and Setting Starting Compensation and Benefits.

Resolution 2011.12.43: Amending the SWD Code to Add Provisions Applying to Accessory Dwelling Units.

MANAGER'S REPORT:

Mr. Clouse updated the Board on the status of ongoing District projects.

Mr. Clouse updated the Board on the status of ongoing Developer projects.

Ms. Pottinger informed the Board that she had met with the School District.

Mrs. O'Day informed the Board that because King County is changing their processes, they require new signatures. Each of the Board members provided their signature.

Mrs. O'Day presented the draft rate increase letter to the Board for their comments. Commissioner Haines stated she liked the letter but that it did not need the chart. The Board agreed that Commissioner Ricker should sign the letter and that it should be condensed.

Mr. Turner discussed the upcoming Section IV meeting.

Mr. Turner asked the Board what they would like to have done with the house at 1524 NE 169th St. The Board agreed to have it declared surplus.

Ms. Gray informed the Board that the office had received compliments from customers regarding the decorations and tree lighting.

Mr. Turner stated that he had still not received a response from the City of Lake Forest Park regarding his public disclosure request.

Mr. Turner informed the Board that he had received the invoice from WASWD for dues and inquired if they Board desired to maintain their membership. After some discussion, the Board decided to table the matter.

Mr. Clouse discussed the SPU system in Lake Forest Park.

Ms. Pottinger informed the Board that she would like the District to host a retirement party for Mr. Turner. The Board agreed.

COMMISSIONER'S REPORT:

Commissioner Haines informed the Board that a Commissioner from Water District #83 is retiring.

Commissioner Haines informed the Board that approximately 350-400 people attended the tree lighting ceremony and that thanks are due to Anderson House, Walgreen's, Les Schwab and the District staff.

Commissioner Haines discussed the Shoreline City Council meeting.

Commissioner Ricker informed the Board that Tom Peden is stepping down from his position as Board Member of WASWD.

Mr. Ricker discussed insurance options and that Mr. Maron had volunteered to get an attorney group together to discuss the matter.

Commissioner Haines inquired about Mr. Clouse's opportunity to get the director position for AWWA. Commissioner Haines also stated she would like him to keep the Board updated so that he can run should the opportunity arise.

Ms. Pottinger informed the Board that she has submitted Mrs. O'Day's name to do a presentation at the Spring WASWD Conference regarding the District's new rate structure.

EXECUTIVE SESSION:

The Board entered into executive session at 5:04 p.m. to discuss personnel matters potential litigation. The Board returned to regular session at 5:45 p.m.

The Board recessed until 3:00 p.m. on December 13, 2011.

On December 13, 2011 the Board reconvened at 3:00 p.m.

Ms. Pottinger presented the rate increase letter to the Board. The Board suggested minor modifications in order to clarify the working.

Mr. Scott Christensen of CHS Engineers and Ms. Pottinger presented the new Comprehensive Water System Plan to the Board.

Mr. Turner informed the Board that the District did not get an increase on bond rating due mainly to the small size of the District.

Mr. Turner informed the Board that he is waiting for the City of Shoreline to get back to him so that a meeting time can be set to discuss the Proposal.

Mr. Turner informed the Board that he has worked with the Health Care Authority and they are allowing commissioners to opt out of getting a health care plan thru HCA. Mr. Turner informed the Board that this is most likely temporary and that HCA is in the process of reviewing and updating their regulations.

Ms. Pottinger informed the Board that a letter had been drafted to the WASWD Board of Directors nominating Commissioner Ricker to the Board.

Commissioner Ricker discussed a Section IV meeting that he had attended.

Mr. Clouse informed the Board that an office building was available for rent in the Ballinger Village area.

EXECUTIVE SESSION:

The Board entered into executive session at 4:17 p.m. to discuss personnel issues. The Board returned to regular session at 4:54 p.m.

NEXT MEETING: December 20, 2011, Regular Meeting

ADJOURN: The meeting adjourned at 4:54 p.m.

COMMISSIONERS