

**WOODINVILLE WATER DISTRICT**  
**1422<sup>nd</sup> Regular Meeting**  
**May 4, 2021**

**ATTENDANCE**

Commissioners: Chuck Clarke, Aleksandra Kachakov, Tim Schriever, and Karen Steeb  
Staff: Patrick Sorensen, Ken McDowell, Jack Broyles, Todd Young, Sandra Tachibana,  
and Jane Nicholls  
General Counsel: William Linton

**CALL TO ORDER**

Commissioner Clarke called the meeting to order at 5:00 p.m.

**ROLL CALL**

Commissioners Clarke, Kachakov, and Steeb along with Attorney William Linton were all present via Microsoft Teams video conference. Dial-in information was posted with the agenda on the District's website.

**It was moved by Commissioner Steeb and seconded by Commissioner Kachakov to excuse Commissioner Maloney. Vote 3-0-0. Motion carried. So Ordered.**

**ITEMS FROM THE PUBLIC:** None.

**ADDITIONS OR DELETIONS TO THE AGENDA:** None.

**MEETING AGENDA APPROVAL**

**It was moved by Commissioner Steeb and seconded by Commissioner Kachakov to approve the Meeting Agenda. Vote 3-0-0. Motion carried. So ordered.**

Commissioner Schriever joined the meeting at 5:02 pm.

**MINUTES APPROVAL**

7 (a) April 20, 2021 Regular Meeting Minutes

**It was moved by Commissioner Steeb and seconded by Commissioner Kachakov to approve the April 20, 2021 Regular Meeting Minutes. Vote 4-0-0. Motion carried. So ordered.**

**CONSENT AGENDA**

8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #98962 through #99010 and Payroll Advice #9175 through #9210 in the amount of \$303,708.25
- Sewer Maintenance Fund (09-104-0510), Vouchers #27211 through #27214 in the amount of \$330,134.15

- Water Construction Fund (09-104-3010), Vouchers #35433 through #35438 in the amount of \$321,546.67
- Sewer Construction Fund (09-104-3510), Vouchers #40977 through #40977 in the amount of \$3,490.12

5/10/2021 A/P and 4/27/2021 Payroll A/P

**It was moved by Commissioner Schriever and seconded by Commissioner Kachakov to approve the Consent Agenda. Vote 4-0-0. Motion carried. So ordered.**

**ITEMS REMOVED FROM THE CONSENT AGENDA:** None

**OLD BUSINESS:**

10 (a) Sewer Comprehensive Plan Update

Mr. Sorensen gave an introduction and requested that Mr. McDowell provide a quick recap of the process to-date. Currently the focus has been on improved sewer flow and capacity in the Downtown core. Good progress had been made in communications with the City so far, but there are still some timing issues to work out.

Evan Henke, the District's consultant from David Evans & Associates reviewed the details on the current progress. There will be a Board work session and another progress report before a draft of the Comprehensive Sewer Plan will be presented to the Board for final plan approval.

Mr. Henke also mentioned the District campus turn-lane is still waiting on King County permitting approval, but he feels confident construction can be finished before Fall weather becomes an issue.

**NEW BUSINESS:** None.

**REPORTS**

(a) General Manager's Report - Mr. Sorensen reviewed the report with the Board.

(b) Engineering Report - Mr. McDowell reviewed the report and answered questions from the Board.

(c) Finance Report - Mr. Broyles reported that there are currently 160 individual accounts that are past due with \$56,000 in uncollected funds. He is pleased these numbers are continuing to decline prior to the end of the moratorium.

(d) Operations & Maintenance Report - Mr. Young mentioned the recent filming at Kingsgate Reservoir is complete.

(e) Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) - Mr. Broyles attended the April 28, 2021 Regular Meeting. Sewer rate increases and the Clean Water Plan were discussed. The next meeting will be held May 26, 2021.

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- (f) Sno-King Water District Coalition - The next meeting will be held May 10, 2021.
- (g) Snohomish River Regional Water Authority (SRRWA) - No Report.
- (h) Water & Sewer Risk Management Pool (WSRMP) - There will be an Executive Committee meeting May 21, 2021.
- (i) Washington Association of Sewer and Water Districts (WASWD) - The next Section IV meeting will be held May 17, 2021.
- (j) Wellness Committee - Commissioner Steeb reported on the April 28<sup>th</sup> Virtual Wellness Event for District Staff. Two local health professionals, physical therapist Mary Beth Ackerman with Physiocare and Randee Young with LaughterGlow Yoga gave short presentations to educate staff on simple ways to improve their health and have fun doing it. Staff feedback after the event was very positive, future events will be planned.
- (k) Attorney's Report - No Report.

**COMMISSIONER'S COMMENTS:** None.

**COMMISSIONER CALENDARS:**

All Commissioners expect to be available for the May 18, 2021 and June 1, 2021 meetings.

**ITEMS FROM THE PUBLIC:** None.

**EXECUTIVE SESSIONS:**

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1)(I)(C) at 6:07 pm for 30 minutes to discuss potential litigation. The Commissioners, Attorney William Linton, Mr. Sorensen, and Ms. Tachibana attended the meeting.

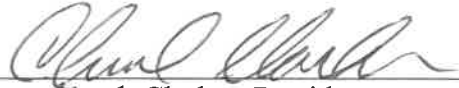
The Executive Session concluded at 6:37 p.m. Mr. Sorensen, and Ms. Tachibana left the executive session. No formal action was taken.

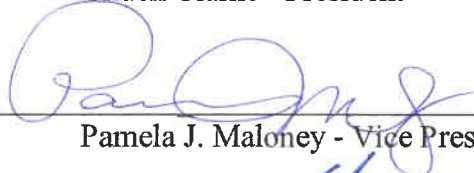
The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1)(I)(C) at 6:38 pm for 15 minutes to review the General Managers Performance. The Board of Commissioners attended the meeting.

The Executive Session concluded at 6:53 p.m. and the open public meeting was reconvened. No formal action was taken.

**ADJOURNMENT**

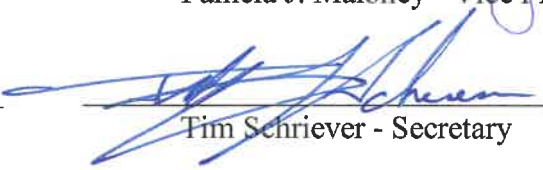
Commissioner Clarke adjourned the meeting at 6:53 p.m.

  
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Chuck Clarke - President

  
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Pamela J. Maloney - Vice President

ATTEST:

  
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Tim Schriever - Secretary

  
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Tim Schriever - Secretary

  
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Aleksandra Kachakov - Commissioner

  
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Karen Steeb - Commissioner

Minutes: Jane Nicholls