

**WOODINVILLE WATER DISTRICT**  
**1445<sup>th</sup> Regular Meeting**  
**May 17, 2022**

**ATTENDANCE**

Commissioners: Chuck Clarke, Aleksandra Kachakov, Pamela J. Maloney, Tim Schriever, and Karen Steeb  
Staff: Patrick Sorensen, Jack Broyles, Steve Brown, Christian Hoffman, Marci Chew, Sandra Tachibana and Jane Nicholls  
General Counsel: Christopher Pirnke

**CALL TO ORDER**

Commissioner Clarke called the meeting to order at 5:14 p.m.

**ROLL CALL**

Commissioners Clarke, Kachakov, Maloney, Schriever, and Steeb along with Attorney Christopher Pirnke were all present via Microsoft Teams. Dial-in information was posted with the agenda on the District's website.

**ITEMS FROM THE PUBLIC:** None.

**ADDITIONS OR DELETIONS TO THE AGENDA**

Mr. Sorensen requested item 11 (a) be moved to 12 (e) and Commissioner Steeb requested that item 12 (c) be pulled from the agenda.

**MEETING AGENDA APPROVAL**

**It was moved by Commissioner Maloney and seconded by Commissioner Kachakov to approve the May 17, 2022; meeting agenda as amended. Vote 5-0-0. Motion carried. So ordered.**

**MINUTES APPROVAL**

7 (a) May 3, 2022, Regular Meeting Minutes

**It was moved by Commissioner Schriever and seconded by Commissioner Kachakov to approve the May 3, 2022, Regular Meeting Minutes, Vote 5-0-0. Motion carried. So ordered.**

**CONSENT AGENDA**

8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #100382 through #100465 and Payroll Advice #10189 through #10225 in the amount of \$491,707.46
- Sewer Maintenance Fund (09-104-0510), Vouchers #27306 through #27310 in the amount of \$4,420.88
- Water Construction Fund (09-104-3010), Vouchers #35578 through #35581 in the amount of \$23,647.95
- Sewer Construction Fund (09-104-3510), Vouchers #41019 through #41020 in the amount of \$1,635.50

5/23/2022 A/P and 5/10/2022 Payroll A/P

**It was moved by Commissioner Steeb and seconded by Commissioner Schriever to approve the Consent Agenda. Vote 5-0-0. Motion carried. So ordered.**

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

**PUBLIC HEARING - ELIMINATION OF ESA – EVANS WATER DEVELOPER EXTENSION D2006**

Ms. Tachibana announced that this portion of the public hearing would be recorded.

The Public Hearing allows public comment on Elimination of Extended Service Agreements through proposed Evans Water Developer Extension D2006.

The President announced to the audience “The Public Hearing on Elimination of Extended Service Agreements through proposed Evans Water Developer Extension D2006 is open at 5:19 p.m.”

The President then asked “Is there anyone who wishes to speak in the hearing?”  
No one from the public wished to speak.

The President then closed the public hearing by announcing, “The Public Hearing is closed at 5:20 p.m.”

Ms. Tachibana announced that the recording of the public hearing is closed.

**NEW BUSINESS**

**12 (c) Evans Water Extension D2006 ESA Elimination**

Mr. Hoffman introduced the item and asked if anyone had any questions.

The Public Hearing was held in accordance with Resolution No. 3984, which requires the District to notify properties with temporary Extended Service Agreements (ESA) about developer extension

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projects that will extend a water main along their frontage and eliminate temporary service. The Evans Water Developer Extension will provide a new water main that will allow one existing ESA connection to be eliminated. The purpose of this Public Meeting was to determine if the District should Participate in the elimination of the ESA.

The District notified the affected property owner via Certified Mail about the elimination of their temporary connection and the upcoming Public Meeting regarding this elimination. The District published this Public Meeting in the Seattle Times, which ran the week of May 7<sup>th</sup> and 14<sup>th</sup>, 2022.

The proposed DE project has approved construction drawings. KC has a 30' ROW on 160th Ave NE but it is not county maintained.

The Developer will extend an 8-inch water main 343 feet on 160<sup>th</sup> Ave NE and end with a blow-off.

If the Board determines it is in the best interest of the District and its rate payers to facilitate and encourage elimination of a particular ESA connection and extension of the Districts system, the District may at its own discretion participate in certain project to assist in the elimination of ESAs.

For this development, the service line is within a public right of way but the road does not meet King County standards. Therefore it is privately maintained and the District does not propose to extend the system beyond the proposed improvements required for the development. Staff does not recommend participation in the developer extension as called out in Resolution 3984.

**It was moved by Commissioner Maloney and seconded by Commissioner Schriever to not participate in the Evans Water Main Extension Project. Vote 5-0-0. Motion carried. So ordered.**

12 (b) Draft Summer Pipeline

Ms. Tachibana thanked Commissioner Clarke and Finance Manager Jack Broyles for the work on the Commissioner Corner article and staff members Tim Cantwell and DeLynn Erickson for their work on the CCR. Commissioner Clarke thanked everyone for help on reviewing and finalizing his article and thanked Sandra for her support.

The Summer issue of the Pipeline includes the Annual Consumer Confidence Report. Any changes are scheduled to be sent to our graphic designer by May 18, 2022, to be finalized and prepared to be sent to the printer and mail house.

12 (d) Equipment Surplus Resolution No. 4009

Staff requested that the Board approve a resolution declaring the items listed on Exhibit 1 as surplus and allow the District to advertise a public sale of such items. Any items left after such sale will be disposed of in an environmentally friendly manner.

**It was moved by Commissioner Maloney and seconded by Commissioner Steeb to approve Resolution 4009 declaring the old and unused equipment, as listed on Exhibit 1, as surplus and allowing the public sale or disposal of such equipment. Vote 5-0-0. Motion carried. So ordered.**

#### 12 (e) Board Hybrid Meeting Discussion

At the May 3, 2022, Board Meeting District Attorney Christopher Pirnke addressed the Governor's rescission of Proclamation 20 – 28, which suspended and waived certain provisions of the Open Public Meetings Act (OPMA) and the Public Records Act (PRA) which related to in-person meetings. Effective June 1, 2022, local government agencies will be required to hold all public meetings at a physical location.

District Attorney Christopher Pirnke requested to add Resolution No. 4010 and repeal Resolution No. 3795 and reviewed the new resolution with the Board and staff.

Mr. Pirnke reviewed three choices the Board and staff could decide to follow for future Board meetings.

1. Have all participants together, the entire meeting would be held live, as was the practice prior to the pandemic.
2. Have some participants attend in-person and some remote.
3. Have the Board remain entirely remote, with the public in the meeting room with staff or have a separate room for Commissioners to attend in the same building.

Mr. Sorensen asked for Board discussion. It was confirmed that the District can provide for public access remotely with the expectation of some minor lag time between in-person and remote access. One more possibility discussed was to declare an emergency and require meetings to be entirely remote if the state issued a mandate and it was confirmed with the local Dept of Health.

**It was moved by Commissioner Steeb and Commissioner Schriever seconded to accept Resolution No. 4010 as written. Vote 5-0-0. Motion carried. So ordered.**

Discussion continued on how to set up the room to best accommodate the attendance of the June 7, 2022 meeting. Covid numbers have been steadily increasing up to 1,100 cases per day of reported cases. A hybrid meeting format seems likely. Commissioner Clarke will continue to monitor the covid numbers.

Ms. Tachibana will post the agenda to the website to let the public know they can attend either in person or remotely via Microsoft Teams. Staff will decide who goes to the Boardroom and who attends from their office. Seating will be set up appropriately following confirmation of who will be attending in-person. Masks will be recommended for the Boardroom but not required.

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- a. General Manager's Report - Mr. Sorensen reviewed his report with the Board. Cybersecurity improvements are in process. There is potential grant money for covid relief which the District may be able to obtain.
- b. Engineering Report - No Report.
- c. Finance Report - No additional comments. Mr. Broyles – Mentioned the next MWPAAC meeting on May 25, 2022, is cancelled.
- d. Operations & Maintenance Report - Mr. Brown let the Board know that two staff wanted to thank the Board for our new jetter truck which allows staff to jet in smaller spaces with less traffic impact.
- e. Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) – No Report.
- f. Seattle System Operating Board - The May 5, 2022, meeting featured a tour of the Cedar River watershed. No Report. Our staff did not attend.
- g. Sno-King Water District Coalition - No Report.
- h. Snohomish River Regional Water Authority (SRRWA) - No Report.
- i. Washington Association of Sewer and Water Districts (WASWD) - Commissioner Clarke reported on the Section IV meeting on May 16, 2022, Earthquakes and risk analysis; as well as the proposed agenda for next quarter were discussed.
- j. WASWD Government Relations Committee - Commissioner Steeb reported on the May 12, 2022, meeting which featured a discussion on the pending utility tax.
- k. Attorney's Report - No Report.

**COMMISSIONER'S COMMENTS:** None.

### **COMMISSIONER CALENDARS**

All Commissioners expect to be available for the June 7, 2022, and June 21, 2022, meetings.

**ITEMS FROM THE PUBLIC:** None.

### **EXECUTIVE SESSION**

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1)(l)(c) at 6:15 p.m. to discuss potential litigation. Commissioners Clarke, Kachakov, Maloney, Schriever, Steeb, Mr. Sorensen, Counsel and Mr. Jason Mumm attended the Executive Session. Commissioner Clarke announced that the Executive Session will end at 6:45.

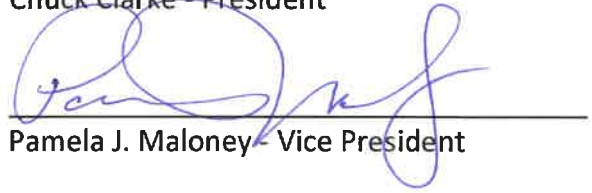
The Executive Session was concluded at 6:46 p.m. and the open public meeting was reconvened with no action taken.

**ADJOURNMENT**

Commissioner Clarke adjourned the meeting at 6:47 p.m.

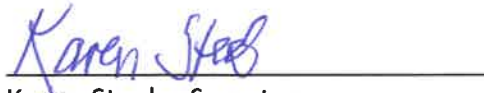


Chuck Clarke - President

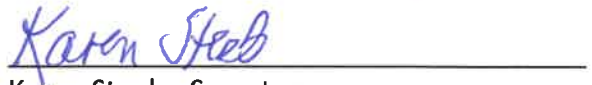


Pamela J. Maloney - Vice President

ATTEST:



Karen Steeb - Secretary



Karen Steeb - Secretary



Aleksandra Kachakov - Commissioner



Tim Schriever - Commissioner

Minutes: Jane Nicholls