

**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS
Minutes of Regular Meeting
Thursday, June 19, 2014**

The Regular Meeting was called to order at 3:30 p.m. at the District office. Present at the meeting: Commissioners L. R. Ghilarducci, Jr., J. S. Korsmo, Jr., and G. J. Rediske; General Manager R. Black; Superintendent I. Black; Finance Director D. Logan; and District Secretary C. Butler.

PUBLIC COMMENT:

No members of the public were present.

APPROVAL OF MEETING MINUTES:

Commissioner Rediske moved to approve the minutes of the May 30, 2014 Special Meeting. Commissioner Ghilarducci seconded the motion, and it was therefore passed by a unanimous vote. Commissioner Korsmo recused himself from the process due to not being at the May 30 meeting.

FINANCIAL INFORMATION:

The Finance Director presented the April financials to the Board.

Disbursements made from the General Ledger Fund for check number 32306 through 32384 totaling \$200,237.37, salary direct deposits totaling \$123,572.49, payroll taxes totaling \$47,509.49, and electronic payments totaling \$719,197.91, for a grand total of \$1,090,516.80 were presented to the Board for approval. After review, Commissioner Rediske moved to approve the payables as listed. Commissioner Korsmo seconded the motion, and it was passed by a unanimous vote.

REVIEW OF 2014 CAPITAL BUDGET:

The General Manager distributed to the Board a copy of page 39 from the 2014 Budget with three additional columns of information to the right: 2014 Projected Expenses, Difference Budget/Proposed, and 2015 Budget Total. This outlined the present 2014 Capital and R&R Budget status, reflecting projected savings totaling \$1,348,263 to date. These savings are due in part by a couple City of Lakewood projects being moved out to 2015, as well as some significant savings in recent R&R projects and in the AMI Meter Replacement Program. Such a capital/R&R budget review status will be presented again in three months.

EXECUTIVE SESSION PER RCW 42.30.110(1)(b), DISCUSSION RE. 2014 CAPITAL COSTS SAVINGS TO PROVIDE FUNDS FOR PURCHASE OF PROPERTY ADJACENT TO SCOTT'S WELL SITE:

At 3:45 p.m., President Ghilarducci called for a 40-minute Executive Session per RCW 42.30.110(1)(b) to discuss the possible purchase of a future well site adjacent to the District's Scott's well site. The Executive Session concluded at 4:25 p.m., and the

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Regular Meeting resumed. The Board authorized the General Manager to negotiate the possible purchase of the property to terms prescribed by the Board in Executive Session.

BOARD APPROVAL OF LWD AGREEMENT WITH TACOMA METALS:

The General Manager reported the Superintendent had talked with four companies that could potentially take the District's scrap meters in the upcoming Meter Replacement Program—United Meters, Global Meters, Liberty, and Tacoma Metals. Of the four, Tacoma Metals presented the best service, price, and terms to the District. The District can simply toss the old meters in a dumpster, Tacoma Metals will pay \$2.23/pound, and they will offer/guarantee that price for 90 days. While the District would get more money for stripped, cleaned-up meters, the labor cost and subsequent reduction in labor forces would not come close to being worth it. The General Manager presented a contract with Tacoma Metals and recommended the Board sign and proceed with this service. Commissioner Korsmo moved to approve the agreement, Commissioner Rediske seconded the motion, and it was passed by a unanimous vote.

SUPERINTENDENT'S REPORT:

The Superintendent's Report was provided to the Board in its entirety in the pre-agenda packets. Subsequent to that report, the Superintendent shared paving was being done on the Lakeholme Road R&R project, but the City of Lakewood pulled out of its share; so instead of partnering and paving the entire street of Woodholme, only half would get paved by the District. E. Aschermann of emGovPower had been on site this week for emGovPower software integration matters regarding the AMI Meter Replacement Program.

Commissioner Korsmo asked for clarification regarding the utility strikes referenced at the May 30 Special Meeting. The Superintendent provided details on two strikes, one by Northwest Cascade in the amount of \$2K and one by KBH in the amount of \$22K. Northwest Cascade hit and broke a main in the process of a City of Lakewood project. Another main broke as a result of paving measures by KBH after installing a new main on a project. Intent to Lien forms had already been filed by the District with the City on both matters. Next steps may include sending the contractors to collections. The Superintendent will follow up and report.

FINANCE DIRECTOR/OFFICE SUPERVISOR'S REPORT:

The Finance Director/Office Supervisor reported things had progressed positively that week with Mr. Aschermann in from emGovPower, going over a number of troubleshooting issues and enhanced use of the software in Utility Billing, including query-building. The District has been with HMS/emGovPower since 2003.

The District's transition to Key Bank was progressing; checks had been ordered and banking services will go live in the next two weeks.

New Customer Service Representative II M. Thomas started with the District June 9. The Office Staff is once again full-strength.

OTHER BUSINESS:

Board Acknowledgement of Employee Wage Increases—The Board acknowledged wage increases for employees D. Farmer, D. Funderburk, M. Landon, and V. Buckley.

Lakewood Industrial Park—The General Manager explained the Board may be hearing from the manager of Lakewood Industrial Park asking for a meter charge to be waived during a recent main break. The park has two meters, and one is designated for emergency use only. As such, there is no monthly 50-year R&R Program fixed fee based on meter size for that meter except where there is use of that meter. The park had to shut down the meter attached to the main that broke and use their second, emergency meter for 18 hours. The manager is contesting the additional fixed meter charge for the use of the emergency meter because he was already paying for the primary meter charge that was down due to the main break. The use of the emergency meter kept the park's customers in water during the 18-hour interruption of regular service.

LWD Parking Lot—The General Manager reported that large tree roots are causing heaving in the paving of the District's main office front parking lot. Two options are: 1) raise up the pavement, fill in the space with loose rock, and repave; and 2) remove the trouble trees. The District is uncertain what requirements the City would impose under its Tree Ordinance, but typically they would require two trees planted for one taken down. After discussion, President Ghilarducci directed the General Manager to find out what the City would require in this scenario.

With no additional business to address, President Ghilarducci adjourned the meeting at 4:47 p.m.

**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS**

BY:



ITS PRESIDENT

BY:



ITS VICE PRESIDENT

BY:



ITS SECRETARY

ATTEST:



DISTRICT SECRETARY