



**LAKEWOOD WATER DISTRICT
BOARD OF COMMISSIONERS
Minutes of Special Meeting
June 28, 2023
Boardroom & Via Microsoft Teams**

1. CALL MEETING TO ORDER

President Korsmo called the Regular Meeting to order at 2:31 PM.

2. ATTENDANCE

Present at the meeting: Commissioners J. Korsmo, G. Rediske, and G. Barton; General Manager R. Black, Engineering Manager M. Meyer, HR Manager B. Levo, and Administrative Assistant J. Clark.

3. MOTION TO AMEND THE AGENDA TO ADD SUBSECTION a. APPROVAL OF TEMPORARY OUT OF CLASS PAY FOR TWO EMPLOYEES TO ITEM 7 BOARD APPROVAL FOR OUT OF CLASS PAY.”

4. PUBLIC COMMENT

None.

5. APPROVAL OF RESOLUTION AND POLICY B-1482 REPEALING B-1430 DELINQUENT PROCESS DUE TO EXCESSIVE HEAT LAW.

General Manager Black shared the resolution is due to a new law passed by the State and complies with all of the new rules and regulations.

6. PERMITTING AND CHECK SHEET FOR JOB REVIEW

Engineering Manager Meyer shared the different documents that project managers use for the various projects and checks list to make sure a project has all the proper designs, permits, and reviews from the start to finish of a project.

7. BOARD APPROVAL FOR OUT OF CLASS PAY

Human Resources Manager Levo shared an employee who is temporarily assigned to a position that is a higher pay classification and who performs all the duties of the higher classification may receive a temporary pay increase of 5% for assignments that are more than 80 consecutive hours in length. Employees in the same pay classification who temporarily perform all the duties of a vacant position may be eligible for a temporary pay increase of 5% for assignments that are more than 80 consecutive hours in length, upon approval by the General Manager. Voluntary temporary assignments for training or similar are excluded from any pay increase for working at a higher classification. If an employee is covering or filling in for someone on vacation, this would not apply.

MOTION TO APPROVE OUT OF CLASS PAY POLICY BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

**a. Approval of Temporary Out of Class Pay for Two Employees
MOTION TO APPROVE OUT OF CLASS PAY FOR STAFF FILLING IN FOR THE OPERATIONS MANAGER UNTIL A NEW OPERATION MANAGER IS IN PLACE. ONCE THE NEW OPERATIONS MANAGER IS IN PLACE; THE OUT OF CLASS PAY ENDS.**

8. EXECUTIVE SESSION RCW 42.30.110(G) TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT OR TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE.

Commissioner Korsmo called Executive Session to order at 3:25 PM. Estimated time 20 minutes. Commissioner Korsmo closed the Executive Session at 3:49 PM. No additional discussion occurred.

9. PUBLIC COMMENT

None.

10. ADJOURN

President Korsmo adjourned the meeting at 3:51 PM.

**LAKESIDE WATER DISTRICT
BOARD OF COMMISSIONERS**

BY:



ITS PRESIDENT

BY:



ITS VICE PRESIDENT

BY:



ITS SECRETARY

BY:



DISTRICT SECRETARY (DATE) 7/20/23