



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

1. CALL MEETING TO ORDER

President Korsmo called the Regular Meeting to order at 8:36 AM.

2. ATTENDANCE

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

3. PUBLIC COMMENT

None.

4. APPROVAL OF REGULAR MEETING 8/17/23 MINUTES AND SPECIAL MEETING MINUTES FROM 8/16/23, 9/7/23.

COMMISSIONER REDISKE MOVED TO APPROVE REGULAR MEETING MINUTES AUGUST 17, 2023, AND SPECIAL MEETING MINUTES FROM AUGUST 16, 2023. SECOND BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

5. FINANCIAL INFORMATION

Philip Mendoza, Finance Manager, presented the August 2023 financial to the Board. *Retail sales* in August 2023 exceeded the budget for the month. Currently we are 23% ahead of the budgeted and 17.6% ahead YTD (July 22 - 41.3M CCF vs July 23 - 48.8M CCF). *Operating Revenue* is 12.8% higher than budgeted and 7.5% ahead YTD. *Operating Expense* 3.8% under budget, 5.9% lower than budget. *Pumping operations* are 16.5% lower than budget and 4.7% under budget YTD; *Water Treatment operations* are 9.6% over budget and 11.5% under budget YTD. *Transmission and Distribution operations* are 34.3% lower than budget and 12.5% lower than budget YTD. *Total operating expense* is 39.5% higher budget and 36.4% higher budget YTD. *Net Operating Revenue* is 39.5% higher than budgeted and 36.4% higher YTD.

a. Approval of Payables

Disbursements made from the General Ledger Fund for checks number 46284 through 46908 totaling \$1,567,150.48, salary direct deposits totaling \$322,068.95, payroll taxes totaling \$123,710.10, and other electronic payments totaling \$436,726.72 for a total of \$2,449,656.25 were presented to the Board for approval.

COMMISSIONER REDISKE MOVED TO APPROVE THE PAYABLES AS LISTED. COMMISSIONER BARTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

6. GENERAL MANAGERS REPORT

Randall Black, General Manager, provided the following updates:

The budget process is going well; staff have been working hard to bring the board a budget while keeping rate increases in mind. The BOC Budget Workshop meeting is on October 10, 2023, at 8:30 AM.

The new Operations and Maintenance Manager has been hired. His name is James Dean, and he comes from the City of Yakima and has 26 years of experience in the water industry. His first day will be October 9, 2023, and he will attend the budget workshop.

The Engineering Manager position is still open, and we are still soliciting for the position. Commissioner Korsmo inquired if we planned on hiring a consultant to keep the projects moving forward. General Manager Black said they have looked into that option and will hire a consultant when necessary.

Western State Hospital – He will have more information at the October 19, 2023, meeting. Tom Pors will meet with the attorney representing DOE, and they have also said they will respond to the questions from DSHS. Currently, it doesn't look like the water rights will be plentiful.

Ceccanti has completed the restoration of Mr. Hohn's driveway. We only have a few things that need to be wrapped up at Leonard's. Ceccanti Construction should complete it in the next few weeks.

General Manager Black would like to send a thank you letter to the District legislative representatives for their support in helping the District in being selected for the Public Works Board loan and their continued support of the program. Do we have approval to use your electronic signatures and to write the letter on the board's behalf? The Commissioner all agreed and supported the letter.

PFAS Lawsuit – There is currently no summary report to share, and he will forward it when the settlement notices have been received. Most water companies are opting out due to the settlement not being enough to replace wells. Staff is going to do a cost change analysis for the change from 70ppt to 4ppt.

7. OPERATIONS REPORT

Report is attached.

8. ENGINEERING MANAGER'S REPORT

Marshall Meyer, Engineering Manager, shared that the second well at View Road is back online. Other than PFAS wells, only one small well is off and hasn't been in regular operation in the past couple of decades. We are in good shape going into next summer.

We pumped a daily average between June and August this year that is the same as our maximum day last year. For the past three months, pumping has averaged around 14,500 gpm. We have gone from 20-22 mgd to around 15 mgd with the cooler weather.

a. Conditional Acceptance of R-2 Well Drilling Project by Holt Services.

Holt Services has completed all the work required under the specifications and reached substantial completion on October 31, 2022, with final project completion on November 30, 2022. Holt Services was very delayed in submitting the required certified payroll information for the project, which delayed this request for conditional acceptance.

MOTION TO APPROVE THE CONDITIONAL ACCEPTANCE OF R-2 WELL DRILLING PROJECT BY HOLT SERVICES BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER KORSMO. MOTION PASSED UNANIMOUSLY.

9. INFORMATION TECHNOLOGY MANAGER'S REPORT

Report is attached.

10. HR MANAGER'S REPORT

Report is attached.

11. Other Business:

- a. The Board acknowledged the wage increase this month.
- b. Commissioner Barton had a great time at the conference and learned a lot about PFAS, earthquakes, and tsunamis in the Puget Sound. The other benefit of attending the conference is speaking with other water purveyors about their work and issues. Their legislative agenda was approved. Commissioner Barton was re-elected to the WASWD Board and Secretary to the Board. Commissioners and staff congratulated Commissioner Barton on being re-elected!
- c. Our next Commissioner's meeting will be on October 10, 2023, at 8:30 AM and October 19, 2023, at 8:00 AM.
- d. Teams meeting as a permanent option.
General Manager Black said he would like to officially make Teams an online option for every meeting. The convenience of offering an online option has benefited everyone financially and provided the availability for attendance when otherwise it would not have been possible.

MOTION TO APPROVE MAKING TEAMS A PERMANT OPTION FOR ALL BOARD OF COMMISSIONERS MEETING BY COMMISSIONER BARTON. SECONDED BY COMMISSIONER REDISKE. MOTION PASSED UNANIMOUSLY.

12. PUBLIC COMMENT

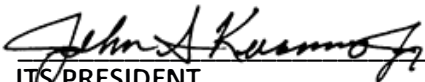
None.

13. ADJOURN

President Korsmo adjourned the meeting at 9:51 AM.

**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS**

BY:



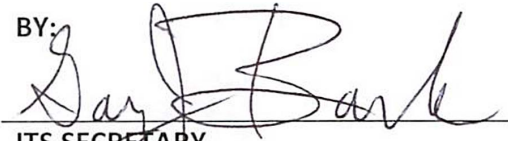
ITS PRESIDENT

BY:



ITS VICE PRESIDENT

BY:



ITS SECRETARY

BY:

 10/19/23

DISTRICT SECRETARY (DATE)