



**LAKESWOOD WATER DISTRICT
BOARD OF COMMISSIONERS
Minutes of Regular Meeting
April 21, 2022
Boardroom & Via Microsoft Teams**

1. CALL MEETING TO ORDER

President Korsmo called the Regular Meeting to order at 3:30 PM.

2. ATTENDANCE

Present at the meeting: Commissioners J. Korsmo (Teams); G. Rediske and G. Barton; General Manager R. Black; Engineering Manager M. Meyer; Operations Manager I. Black; Finance Manager P. Mendoza; Office Manager T. MacDougall; IT Manager C. Fast; HR Analyst B. Levo; Administrative Assistant J. Clark; Attorney Jeff Kray (Marten Law).

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION - per RCW 42.30.110(1)(i) to Discuss with Legal Counsel Litigation or Potential Litigation.

Meeting started at 3:33 PM, Commissioner Korsmo called for a fifteen minute Executive Session. Executive Session ended at 3:45 PM.

5. EXECUTIVE SESSION – per RCW 42.30.110 section 1(f).

Meeting Started 3:45 PM, Commissioner Korsmo called for a ten-minute Executive Session. At 3:55 PM Commissioner Korsmo extended the Executive Session for and additional five minutes. Executive Session ended at 4:00 PM.

6. CROSS CONNECTIONS

General Manager Black provided a recap from prior meetings regarding the concerns from Norm Connor. Mr. Connor declined to attend the meeting due to his busy schedule, and he has stated he has no time to waste on this situation. General Manager Black asked the Commissioners to confirm to close Mr. Connor's complaint.

COMMISSIONER REDISKE MOVED TO APPROVE THE CLOSURE OF MR. CONNOR'S COMPLAINT. COMMISSIONER BARTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

a. Administrative Costs

IT Manager Fast provided background on the administrative costs for the District to handle the processing of the accounts; ten dollars will be in addition to the vendor's twenty-four dollars per test fee.

COMMISSIONER REDISKE MOVED TO APPROVE THE ADDITIONAL TEN DOLLARS ADMINISTRATIVE FEE FOR THE BACKFLOW TESTING. COMMISSIONER BARTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

7. APPROVAL OF MEETING MINUTES

Commissioner Barton asked for additional language to be added to March 17, 2022 meeting minutes in section 8; second paragraph to add a permit will be required: The Garrison Creek is partially covered, and owners would like to reopen it. There are five wells on-site, and they may be able to have one of the wells flow into the creek but will require a permit.

COMMISSIONER BARTON MOVED TO APPROVE THE MINUTES OF THE MARCH 17, 2022, REGULAR MEETING AS AMENDED & MARCH 21, 2022, SPECIAL MEETING. COMMISSIONER REDISKE SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

8. FINANCIAL INFORMATION

The Finance Manager Philip Mendoza presented the March 2022 financials to the Board. The new rates were integrated into the March 2022 billing process. He shared that in March 2022, retail sales were 2.96% higher than budgeted and 0.21% higher than YTD. Operating revenue is 1.21% lower than budgeted and 2.06% lower than YTD. Pumping operations is 8.66% lower than budget and 0.49% under budget. Water Treatment operations is 24.03% under budget, and 23.53% under budget YTD. Transmission and Distribution operations is 34.08% under budget and 21.97% under budget YTD. Total operating expense is 6.33% under budget and 3.83% under budget YTD.

a. Approval of Payables

Disbursements made from the General Ledger Fund for check number 449646 through 45076 totaling \$2,093,567.76, salary direct deposits totaling \$189,394.16, payroll taxes totaling \$69,893.01, and other electronic payments totaling \$163,870.98, for a total of \$2,516,725.91 were presented to the Board for approval.

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

9. WOODLAND ESTATE MEETING REPORT

General Manager Black shared that the meeting went well, and the property owners were receptive to the idea of installing a new water main and connection services to each property.

The District shared two options to correct the situation of one meter for all 13 properties. The first option is to create a Homeowners Association (HOA) where the property owners form a Homeowners Association (HOA) and collect dues to pay the bill; this would allow things to stay as-is with one meter. The second option is for the District to install a new water main and service lines to each property. This option would make each owner responsible for their bills; a new 8" pipe would be installed increasing the water pressure and including the installation of fire hydrants near the properties.

If the property owners decide to have the new water main installed, the District will install the new water main and service meters to each property. The District is offering a 3.7% interest repayment plan with the individual property owners to be repaid bi-monthly within the next five years. The estimated project cost is \$246,738.04, the project costs would be split between the 13 property owners approximately \$18,979.85 per property.

The property owners will need to notify the District in what direction they would like to go by June 17, 2022.

THE BOARD OF COMMISSIONERS CONCUR WITH THE OPTIONS PROVIDED TO THE PROPERTY OWNERS AND THE REPAYMENT PLAN.

10. GENERAL MANAGER REPORT

General Manager Black shared an update regarding the investigation of wells at the Abitibi Property. We are moving forward with the Right of Entry (ROE) agreement with the developer and are planning to meet with them the week of April 25th.

Spanaway Water Connection is moving along; we should get the appraisals back next week, begin working with the property owners on negotiations and ask for immediate possession.

The District is working with Senator Murray's office regarding the \$2 million in funding to go towards the two new groundwater wells to help offset the sources impacted by PFAS.

We are looking to see what the E aquifers capacity can do; we will soon bring those options back to the Commission.

11. OPERATIONS REPORT

Operations Manager Black shared that no bids were received for the Spanaway materials bid. Contractors shared that the timeline was impossible to meet, and the materials would not be available in time. After reviewing the bids, we went back out, and the new bid close date is May 3, 2022. It may take 18-20 weeks to receive the materials; this will put the project start date in October. Staff requests a special meeting on May 4th at 8:30 AM to award the bid.

Steel Building job #806. We will be breaking ground on the steel building project on May 9, 2022. The garage doors are out 19 weeks, so we will have a building without garage doors for a while.

Yard Drainage job #832. This project was necessitated by the City of Lakewood's Gravelly Lake Project. The system we were using was tied into a storm drain for the City. They changed the system to "in-place infiltration" with galleries in the roadway. This design was not built for the flows from the backwash and pump to atmosphere from the D-Wells. So, we were forced to design and build a drainage system that could infiltrate that volume of water.

12. ENGINEERING MANAGER'S REPORT

R-2 well drilling screen was delivered earlier than expected; the development of the well will start next week.

Due to a part shortage at Puget Sound Energy, it is now anticipated that we will be able to put G-3 into service in May and G-1/G-2 into service in April.

The P-1R well replacement pump and motor are now ready to be installed. We will have to coordinate with the construction activity currently ongoing at the site (Steilacoom Boulevard Tank site) and will most likely need to wait until May to install the pump.

13. OFFICE MANAGER REPORT

Officer Manager MacDougall reported no calls regarding the rate increase have been received.

General Manager Black and Ms. MacDougall had a meeting with Paul Webb, property owner, regarding the No Tenant Sign Up proposal. He understands why the District is moving forward with this idea, but he has some questions he will need to work through, e.g., how he will charge his tenants? How do collections work? Etc. He stated he would attend the open house. Mr. Black and Ms. MacDougall have another meeting with Claude Remy and Claire Spain Remy on April 25, 2022.

14. Other Business:

- a. The Board acknowledged wage increases as presented.
- b. Commissioner Barton shared that the WASWD Spring Conference was well attended, and it was great to see everyone. WASWD is focusing on the Utility Tax issues. The three options they are reviewing are:
 1. Fight against the utility tax,
 2. Bargain for a cap,
 3. Be recognized as an essential government

The other focus is on Environmental Justice and eliminating environmental disparities. More information will be coming soon.

- c. Our next Commissioner's meeting will be on May 21, 2022, at 3:30 PM.

14. PUBLIC COMMENT

None.

15. ADJOURN

President Korsmo adjourned the meeting at 4:53 PM.

LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS

BY:



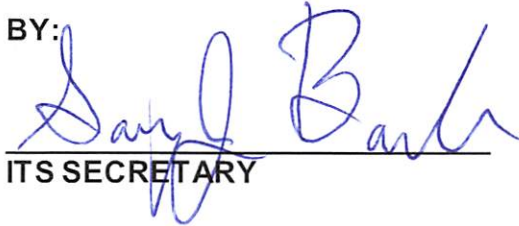
ITS PRESIDENT

BY:



ITS VICE PRESIDENT

BY:



ITS SECRETARY

ATTEST:

 5/19/22

DISTRICT SECRETARY (DATE)