

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF COMMISSIONERS OF  
RONALD WASTEWATER DISTRICT**

**May 30, 2017**

Board President Gretchen Atkinson convened a regular meeting of the Board of Commissioners of Ronald Wastewater District at the District office at 6:00 p.m. on Tuesday, May 30, 2017. In attendance were Commissioners Gretchen Atkinson, Chris Eggen, Robert Ransom and George Webster. Also present: General Manager Mark Gregg, Maintenance Manager George Dicks, and District Counsel Joe Bennett. Members of the public present: None.

1. **Public Comment:** None.
2. **Additions/Adjustments to Agenda:** None.
3. **Minutes of the May 9 Regular and May 16 Special Meetings.** Commissioner Eggen suggested a minor correction to the May 9 minutes. Upon motion by Commissioner Eggen and second by Commissioner Webster, the Board voted 4-0 to approve the minutes of the May 9 regular Board meeting as corrected. Upon motion by Commissioner Webster and second by Commissioner Eggen, the Board voted 4-0 to approve the minutes of the May 16 special Board meeting.
4. **Consultant Reports:** None.
5. **Old Business.**
  - a. Board of Commissioners Vacancy. Commissioner Eggen stated that he had hoped to have further discussion of the open position prior to advertising May 23. The initial advertisement for the open position was placed in Shoreline Area News on May 23. Mr. Bennett reported on a recent communication from King County Elections, informing the District that there would be a special 3-day candidate filing deadline in August to fill the vacancy in Commissioner Position No. 5. The Board still needs to proceed to appoint someone to fill the position on an interim basis. The deadline to apply for appointment is June 9. Commissioner Atkinson will work with Mr. Bennett to draft a clarifying notice to Shoreline Area News. There was consensus to wait until the June 13 meeting to decide if the applicant interviews and selection process will be held at the regular meeting on June 27 or if a special meeting would be required.

7767

b. Richmond Beach 1 & 2 CIP Project Update. Mr. Gregg reported that there was a small delay in advertising the project due to discussions between CHS and the City. The bid notices will be published on May 31 and June 1. Bid openings are scheduled for June 14 and June 15.

6. **New Business**

a. Vouchers. The Board considered vouchers in the aggregate amount of \$1,066,538.47 broken down as follows: (a) AP Vouchers #0170293 through #0170326 in the amount of \$1,016,732.52; (b) ACH Payroll of \$28,648.61; (c) Payroll taxes of \$11,065.58; and (d) State of Washington DOR, Excise Tax (2<sup>nd</sup> PR only) of \$10,091.76. **ACTION:** Upon motion by Commissioner Eggen and second by Commissioner Webster, the Board approved all of the vouchers presented by a vote of 4-0.

b. Financial Report/Journal Adjustments. The end of April cash balance was \$5,774,828, which is slightly above the end of March. Commissioner Atkinson suggested the bar graphs for monthly engineering expenses need to be in color or have a pattern assigned to one of the light Gray sections. Commissioner Eggen asked about year-to-date expenses compared to the percentage of the annual budget. This was particularly true in maintenance. Mr. Dicks explained there were some one-time expenses earlier in the budget year. Mr. Gregg added that maintenance expenses were under budget for the past few years. The only much higher-than-budgeted expense was for special legal counsel. Commissioner Atkinson noted that the legal expenses for special counsel are approaching \$500,000 for the past three-plus years. **ACTION:** Upon motion by Commissioner Webster and second by Commissioner Eggen, the Board approved the journal adjustments in the amount of \$894.34 by a vote of 4-0.

7. **Legal Report.** None.

8. **Personnel Report.** None.

9. **Maintenance Report.** None.

10. **Commissioners' Reports and Comments.**

- Commissioner Eggen shared a written, 3-page report of his observations from the recent WEF conference that he attended. One consistent theme was that public roads and private side sewers each accounted for about 50% of I/I.

11. **General Manager's Report.** Mr. Gregg provided highlights of his written report for May 9-29. Topics not previously discussed in the meeting included:

- Year-end financial reports were filed with the State.
- He anticipates an increased cash balance of approximately \$100,000 for the end of May, compared to the end of April.
- He met with City staff on May 18 to discuss assumption transition planning. The focus was on IT systems.
- The District and CHS await information from WSDOT re the LS 15 gravity line proposal.
- He identified upcoming training conferences that he or commissioners will attend.
- He will be on vacation the week of June 26 to June 30.

12. **Appointment Subcommittee.** Commissioner Atkinson confirmed that she will work with Mr. Bennett on a clarifying notice to Shoreline Area News. Mr. Bennett read aloud a draft notice. The Board concurred with the addition that any questions be directed to Mr. Gregg.

13. **Conclusion:** Upon motion by Commissioner Webster and second by Commissioner Eggen, the Board voted unanimously to conclude the meeting at 7:19 p.m.

**Next Regular Meeting of the Board:** Tuesday, June 13, 2017 at 6:00 p.m.

APPROVED in open meeting this \_\_\_\_ day of June, 2017.

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Robert L. Ransom  
Commissioner, Position 1

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Gretchen A. Atkinson, President  
Commissioner, Position 2

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Chris J. Eggen, Secretary  
Commissioner, Position 3

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George R. Webster, Vice President  
Commissioner, Position 4

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Position 5: Vacant