

7050

MINUTES OF A REGULAR MEETING OF
THE BOARD OF COMMISSIONERS OF
RONALD WASTEWATER DISTRICT
FEBRUARY 07, 2012

A regular meeting of the Board of Commissioners of Ronald Wastewater District was convened at the District office at 5:30 p.m. on Tuesday, February 7, 2012 by Board President Carroll. In attendance were Commissioners Brian Carroll, Arthur Wadekamper, and Robert Ransom. Also present were Michael Derrick, District General Manager, George Dicks, Maintenance Manager, Jen Chen, Accounting Manager, Joseph Bennett, District counsel, Scott Christensen, District Engineer, and John Norris of the City of Shoreline.

ADMINISTRATIVE

Additions/Adjustments to Agenda?

Commissioner Carroll requested addition of Item 7. (Joint meeting of the Boards of the District, Shoreline Water District and Highlands Sewer District); and Item 8. (Assumption Seminar presented by David Findlay of FCS Group). Commissioner Ransom requested the addition of an Item 9. (Adding Primerica Life Insurance to the Supplemental Plan).

Handouts

None.

Minutes of the Board Meetings of January 10 and 24, 2012, Final. The Board reviewed minutes provided by Mr. Derrick for the regular meetings of January 10 and 24, 2012. Upon motion by Commissioner Wadekamper, and second by Commissioner Ransom, the Board voted 3-0 to approve the minutes of the January 10 regular meeting. Upon motion by Commissioner Wadekamper, and second by Commissioner Ransom, the Board voted 3-0 to approve the minutes of the January 24 regular meeting. The Commissioners then signed the approved minutes.

1. Engineers Report. Mr. Christensen presented his report for January 5, 2012.

Highlights included:

a. COSH Aurora Avenue Project. Phase 3A in construction up to 192nd. Phase 3B is at 90% design, scheduled for construction in the summer of 2012. The District is proceeding with design of the sewer.

b. Shorewood High School Developer Extension. Pre-construction meeting was held on January 23. Special meeting with the City was held on February 2 to discuss the right of way permit.

c. North City 1 O&M CIP. Construction started on November 28. Progress is good.

d. North City 2 O&M CIP. Contract is ready for signature.

e. Carlyle Hall Road. Project is now in design phase. The project was submitted to 2012-infrastructure-call for projects.

f. 166th and Meridian Sewer Service. King County has estimated easement cost and the District is providing data that the easement cost should be lower.

g. North City 3 O&M CIP. In design. Easement between NE 175th & NE 174th.

h. North City 4 O&M CIP. In design.

In response to a question from Commissioner Carroll, Mr. Christensen talked about the location of storm water pipes on Apple Tree Lane.

2. Vouchers. Mr. Derrick presented and the Board discussed Vouchers in the aggregate amount of \$298,748.51 broken down as follows: (a) AP Vouchers #0120092 through #0120123 in the amount of \$257,246.53; (b) ACH Payroll Vouchers in the amount of \$30,834.53; and (c) Payroll taxes of \$10,667.45. Upon a motion by Commissioner Wadekamper, and second by Commissioner Ransom, the Board approved all of the Vouchers presented by a vote of 3-0.

3. FCS Group. Mr. Derrick stated that the idea is to share the costs of FCS Group's work with Shoreline Water District, but he does not have the dollar amount. He will put it on the agenda for next meeting.

4. District Goals, Mission and Message. Mr. Derrick presented a memorandum discussing the history of incorporation and the District's mission statements. Commissioner Carroll stated that the District should include as one of its goals the right of every ratepayer to vote on which entity provides sewer service. Commissioner Wadekamper stated that when the District acquired a portion of the Lake City sewer system, the affected ratepayers voted to annex into the District. Commissioner Ransom stated that there should be a reference to the October 2002 contract with the City. He asked whether the contract should be part of the mission of the District. He stated that in 2002 the City Council was advised by its attorneys that no public vote was required to assume the District. Commissioner Carroll stated that the contract should not be part of the District's mission statement, whether or not it's part of the City's statement. Commissioner Wadekamper concurred. Mr. Derrick stated that he would prepare a revised draft mission statement for the next meeting. Commissioner Ransom stated that Constance King was a Commissioner of the District immediately prior to being elected the first mayor of the City of Shoreline.

Commissioner Carroll asked that managerial staff prepare short term and long term goals for the District's mission statement for the Commissioners' consideration. Commissioner Ransom suggested one-year and five-year goals. Mr. Derrick stated that the Board historically assumed that the public would have a right to vote on the District's future. Commissioner Carroll asked for Mr. Bennett's input. Mr. Bennett stated that his legal opinion should be shared with Commissioners in Executive Session only. The Commissioners decided to defer any Executive Session on the issue until a future meeting.

5. District E Newsletter. Mr. Derrick gave a visual presentation of the draft E Newsletter. He will launch the newsletter on February 8. Commissioner Ransom asked if the E Newsletter had any reference to the City's proposed purchase price of \$25 million for the purchase of the SPU system consistent with minutes of the January 24 meeting. Mr. Derrick explained that the E Newsletter did not contain any reference to the City's proposed purchase of the SPU water system.

Commissioner Carroll stated he was not aware that figure was in the January 24 minutes. He moved to reopen consideration of the minutes of January 24 to delete the reference to \$25 million in Mr. Derrick's City Report. Commissioner Wadekamper seconded. After discussion the Board voted to amend the minutes of January 24. Amended minutes of the January 24 meeting will be considered at the next meeting.

Mr. Derrick stated that in the future he will circulate all Commissioner proposed changes to the minutes prior to the meeting.

6. RWD/SWD Ratepayer Outreach Committee. Mr. Derrick explained his proposal to have a committee assist the various districts with message formulation and customer relations. Commissioner Ransom questioned which special districts would be included in the committee. He asked how much time and expense would be involved. Mr. Derrick explained that the sewer and water district would be involved and that he wants to get direction from the Commissioners before preparing a detailed proposal. Commissioner Carroll suggested setting up a first meeting and recommended some committee members. Commissioner Ransom had some suggestions for possible members as well. Mr. Derrick will prepare a more detailed proposal for the Commissioners' consideration.

7. Joint Meeting of RWD/SWD/HSD. Commissioner Carroll suggested that Mr. Derrick call a joint meeting of the Boards of the three special purpose districts. Commissioner Ransom agreed that it would be a good idea to meet with them. Upon motion by Commissioner Wadekamper, and second by Commissioner Ransom, the Board voted 3-0 to direct Mr. Derrick to call the joint meeting and formulate an agenda.

8. WASWD-Sponsored Seminar on Assumption. Commissioner Carroll called to the Commissioners' attention the seminar on Tuesday, March 20 at Highline Water District in Kent from 10:00 a.m. to 1:00 p.m. Commissioner Ransom stated that he would like to attend. Mr. Derrick and Ms. Chen will also attend.

9. Adding Primerica Life Insurance to Supplemental Plan. Mr. Derrick explained that the Supplemental Plan's existing life insurance options do not apply to new Commissioners or employees over the age of 70. This adds one provider to the Supplemental Plan options.

Resolution 12-05: Adding Primerica Life Insurance to Supplemental Plan.
Upon motion by Commissioner Wadekamper, and second by Commissioner Ransom, the Board voted 3-0 to approve the resolution. The Commissioners then signed the resolution.

Resolution 12-04: Approving the Schedule of Rates and Charges for 2012.
Mr. Derrick explained this is the contract rate that the District will charge in the event of rendering assistance to other governmental agencies. Upon motion by Commissioner Wadekamper, and second by Commissioner Ransom, the Board approved the resolution by a vote of 3-0. The Commissioners then signed the resolution.

LEGAL REPORT

None.

PERSONNEL

Mr. Derrick reported that staff voted unanimously to contribute \$25/month of their wages to the HRA/VEBA account. Commissioner Carroll asked if there is a discrimination test required. Mr. Derrick and Mr. Chen will look into that. Upon motion by Commissioner Wadekamper, and second by Commissioner Ransom, the Board voted 3-0 to approve the staff request subject to verification of the issue raised by Commissioner Carroll.

MAINTENANCE REPORT

Mr. Dicks presented his February 3, 2012 Maintenance report. He reported on a recent meeting of the various utility providers and showed the Commissioners a map of proposed road and utility work scheduled for 2012. In response to a question from Commissioner Wadekamper, Mr. Dicks compared the amount of maintenance required in the former Lake City sewer line today than when the system was first acquired. He reported that initially there was much more maintenance required but now it is comparable.

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EXECUTIVE SESSION

None.

COMMISSIONERS' COMMENTS AND REPORTS

Commissioner Ransom reported on the WASWD new Commissioner workshop and other meetings he attended recently. Commissioner Carroll reported on his work with Mr. Christensen on the abstract of the presentation to WEF. Commissioner Wadekamper stated that he may need an excused absence on February 21. Commissioner Carroll requested that the April 24 meeting be re-scheduled to April 25. The other Commissioners had no objection.

GENERAL MANAGER'S COMMENTS

Mr. Derrick reported on the recent Utility Management Conference. He found the sessions on Board member education and interaction particularly informative. Presenters recommended Twitter as a means to communicate with ratepayers. Another topic of interest was succession planning. He offered to share his materials and notes with the Commissioners. He will present at a Richmond Beach community meeting on February 14 along with Diane Pottinger and Mark Relph. He will meet with the Shoreline Fire Department on February 16 to discuss the proposed merger with Shoreline Water District. He will be on vacation from February 22 through March 7.

PUBLIC COMMENT

Mr. Norris stated that the City Manager is briefing the City Council on the SWD-RWD merger proposal. He expects that she will soon respond to the two districts.


TOPICS FOR FUTURE DISCUSSION

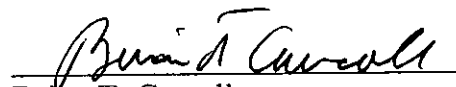
None.

CONCLUSION

There being no further business, President Carroll concluded the meeting at 6:38 p.m.

APPROVED in open meeting this 21 day of February, 2012.


Robert L. Ransom,
Secretary/Commissioner


Brian T. Carroll,
President/Commissioner

Arthur L. Wadekamper,
Vice President/Commissioner