

# Dockton Water Association

## Board Meeting

Monday, September 24, 2018

7:00 PM

Water Office: 9710 SW Windmill Street

### Agenda

#### CALL TO ORDER:

- |      |            |        |
|------|------------|--------|
| 7:01 | 1. Welcome | Hooper |
| 7:02 | 2. Quorum? | Hooper |

#### CONSENT ITEMS:

- |      |   |        |
|------|---|--------|
| 7:03 | 3. Approve contents and order of agenda | Hooper |
| 7:04 | 4. Approve August 27, 2018 minutes      | Hooper |

#### INFORMATION ITEMS:

- |      |  |        |
|------|--|--------|
| 7:05 | 5. <i>PRESIDENT'S REPORT</i>   | Hooper |
|      | a. Open action items   |        |
|      | 1) Status of Steve Andrus memorial bench (Paul)  |        |
|      | 2) Send Hooper corrected bylaws to be posted on the website (Kelly)  |        |
|      | 3) Submit tree removal remediation application/site plan to King County (Kelly)<br>Send 'draft' response to Mr. Rucker re: Hake easement to the Board for review (Kelly) |        |
|      | 4) Provide Kelly with most current digital version of system map (Darton)  |        |
|      | b. Schedule for office roof repair<br>Discuss possible appeal from King County Re: Franchise Fee   |        |
| 7:15 | 6. <i>OPERATOR'S REPORT</i>  | Dave   |
|      | a. Quotes for booster station generator  |        |
|      | b. Schedule for Manzanita cut and cap  |        |
|      | c. Repair of mag meter flow tube   |        |
|      | d. Decline in raw water availability at the springs ( <i>report enclosed</i> )   |        |
| 7:30 | 7. <i>COMMITTEE REPORTS</i>  | Darton |
|      | a. Planning and Capital Improvements   |        |
|      | 1) Provide bid package recommendation for Sandy Shores' filtration project   |        |
|      | b. <i>FINANCE</i>  | Todd   |
|      | 1) Recap August budget report  |        |
|      | 2) Status of year-end financial report for the website   |        |
|      | c. <i>WATER PRODUCTION</i>   | Paul   |
|      | 1) Provide billing recommendation for Mr. Kommer project   |        |
|      | 2) Progress in bringing new well points on line  |        |

- 3) Status of outstanding test results from NW

**DISCUSSION ITEMS:**

- |      |    |    |  |            |
|------|----|----|--|------------|
| 8.00 | 8. | a. | Emergency Response Contractor Agreement(s)   | Kelly      |
|      |    | 1) | Should we keep the current contract structure and negotiate a common rate with the contractors to ensure all members incur the same pricing structure for similar projects? ( <i>draft contract enclosed</i> )                       |            |
|      |    | 2) | Should we have one contractor on retainer for emergency response 24/7?   |            |
|      |    | b. | Exception/revision to Directors' Policies  | Hooper     |
|      |    | 1) | Should we revise II.5 to allow a member extending a main within an existing development to be able to select a contractor from a list of DWA pre-qualified contractors? Member would be responsible for negotiating and contracting. |            |
|      |    | 2) | Should we make an exception to allow 319 to delay commitment to her new main until we have a bid from a contractor for the cost (II.5)?  |            |
|      |    | 3) | Should we adjust DWA's 10% handling charge (III.4 & IV)?   |            |
|      |    | c. | New alignment to serve Summerhurst area. ( <i>report enclosed</i> )  | Kelly      |
|      |    | d. | Transition of Kelly's manager responsibilities   | Kelly/Dave |
|      |    | 1) | Roles, Responsibilities, Accountability  |            |
|      |    | 2) | Financials (salary, medical)   |            |
|      |    | 3) | On-the-job training schedule   |            |
|      |    | e. | Cleaning Catch Basin   | Kelly      |
|      |    | 1) | Should we shift the responsibility of cleaning the catch basin from DWA's Operator to LiquiVision? Biennial cost is shy of \$5K.   |            |
|      |    | f. | Revision to Bylaws 1.10:   | Sheila     |
|      |    | 1) | Should monthly meetings that fall on a national holiday be held on the next business day?  |            |
|      |    | 2) | Should the annual meeting be moved to a non-holiday weekend?   |            |

**OTHER BUSINESS:**

- |      |     |                                |        |
|------|-----|--------------------------------|--------|
| 8:50 | 9.  | What did we decide?            | Sheila |
|      | 10. | Next meeting: October 22, 2018 | Hooper |

**ADJOURN**