

Dockton Water Association

Board Meeting

Monday, October 22, 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:

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|------|---|--------|
| 7:03 | 3. Approve contents and order of agenda | Hooper |
| 7:04 | 4. Approve September 24, 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) Draft franchise fee statement for invoice (Todd) | |
| | 3) Draft and incorporate informational notes on website financial summary (Todd) | |
| | 4) Submit tree removal remediation application/site plan to King County and obtain bids to have 48 3-4 foot trees professionally planted/irrigated (Kelly): | |
| | 5) Request Warren design electrical diagram for the Sandy Shores filtration project (Kelly) | |
| | 6) Provide Kelly with .dwg version of system map (Darton) | |
| | b. Office roof repair | |
| | c. Hake easement | |
| | d. Legal agreement for King County franchise fee appeal | |
| 7:20 | 6. <i>OPERATOR'S REPORT</i> | Dave |
| | a. Booster station generator quotes | |
| | b. Mag meter flow tube repair | |
| | c. Water Use Questionnaire status | |
| 7:50 | 7. <i>COMMITTEE REPORTS</i> | Darton |
| | a. Planning and Capital Improvements | |
| | 1) Provide bid package recommendation for Sandy Shores' filtration project | |
| | 2) Update CIP | |
| | b. <i>FINANCE</i> | Todd |
| | 1) Recap September budget report | |
| | 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:

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|------|----|---|--------------------|
| 8:20 | 8. | a. Emergency Response Contractor Agreement(s) | Contract Committee |
| | | 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? | |
| | | 2) Should we have one contractor on retainer for emergency response 24/7? | |
| | | b. Exception/revision to Directors' Policies | Contract Committee |
| | | 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 | Kelly |
| | | d. Transition of Kelly's manager responsibilities | Kelly/Dave |
| | | 1) Roles, Authority, Accountability | |
| | | 2) Financials (salary, benefits) | |
| | | 3) On-the-job training schedule | |
| | | 4) New laptop | |
| | | e. Cleaning Contact 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:

- | | | | |
|------|-----|---------------------------------|--------|
| 8:55 | 9. | What did we decide? | Sheila |
| 9:00 | 10. | Next meeting: November 26, 2018 | Hooper |

ADJOURN