

LAKEHAVEN WATER AND SEWER DISTRICT
King County, Washington

REGULAR BUSINESS MEETING
August 11, 2022

A regular meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on August 11, 2022 at Lakehaven Center, 31531 First Avenue South, Federal Way, Washington 98003 and via Zoom.

President Englund called the meeting to order at 6:00 p.m. and asked Commissioner Miller to lead the flag salute. Members/officials present were as follows:

Leonard Englund	President
Donald Miller	Vice President
Laura Belvin	Secretary
Peter Sanchez	Commissioner
John Bowman	General Manager
Steve Pritchett	General Counsel
Tom Drake	Director of Finance/Information Services
Ken Miller	Engineering Manager

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Belvin, the Board unanimously **excused** Commissioner DelMar from the meeting.

APPROVAL OF MINUTES

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** the Board minutes of July 14, 2022, as presented.

Upon motion of Commissioner Belvin, which was duly seconded by Commissioner Sanchez, the Board, with Commissioners Miller, Belvin and Sanchez voting in the affirmative and Commissioner Englund abstaining, **approved** the Board minutes of July 28, 2022, as presented.

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Miller, the Board, with Commissioners Miller, Englund and Sanchez voting in the affirmative and Commissioner Belvin abstaining, **approved** the Board minutes of August 3, 2022, as presented.

APPROVAL OF AGENDA

Commissioner Belvin asked to add Information Item #2, Emergency Declaration, to the agenda.

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Belvin, the Board unanimously **approved** the agenda as amended.

CONSENT ITEMS

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** the Consent Items as presented below.

1. Payment of the accounts payable, ACH transaction fees and payroll transactions as listed in the consent item in the total amount of \$1,892,395.76.

ACTION ITEMS

#1, Delinquent Account Thresholds: Steve Pritchett reported that the Board previously discussed staff's recommendation to increase the account delinquency thresholds for shutting off water service and filing liens. The attached Resolution No. 2022-1371 amends the current Fees and Charges Resolution (2021-1359) to increase these thresholds.

Upon motion of Commissioner Belvin, which was duly seconded by Commissioner Sanchez, the Board unanimously **adopted** Resolution No. 2022-1371, increasing the meter shutoff and lien filing thresholds to \$100.00 and \$200, respectively.

INFORMATION ITEMS

#1, Canyon Ridge Estates-DE Overlengthening: Brian Asbury reported that the Canyon Ridge Estates developer extension (DE) project is currently under construction, and that the DE project is installing approximately 28 lineal feet of new 12-inch diameter offsite sewer pipe east within South 328th St. Mr. Asbury informed the Board that another DE project (Carbon Trails) is anticipated to continue extension of these new gravity sewer system facilities, east in South 328th St, in 2023.

Mr. Asbury reported that the proposed overlengthening cost of \$19,127.58 for this sewer main overlengthening work appears reasonable and less expensive than either a capital improvement project undertaken by the District or near-term future extension by another developer. The District will recover the cost of this overlengthening through a direct assessment of the Carbon Trails DE project.

The Board requested staff to bring this matter back before them as a consent item when it is ready to be approved.

#2, Emergency Declaration: Commissioner Belvin reported that she would like to revisit the emergency declaration put in place for Covid-19. John Bowman indicated that L & I has extended the emergency for Covid-19 until December 2, 2022 and that the District is still

required to follow L & I regulations. Discussion on this matter was held. The Board asked staff to bring this matter back as an information item at the next regular Board meeting for further discussion.

COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner Miller reported on the General Manager's meeting, Safety and EMAC meetings that he attended.

Commissioner Belvin reported that she attended the Board Ops meeting and drafted the Commissioners' Corner.

Commissioner Sanchez reported that he attended the Board Ops and Safety meetings.

Commissioner Englund had nothing to report.

STAFF REPORTS

General Counsel: Mr. Pritchett reminded the Board members about the Admin Luncheon he will be hosting on Wednesday and mentioned that the September/October newsletter was completed.

Director of Finance/Information Systems: Mr. Drake had nothing to report.

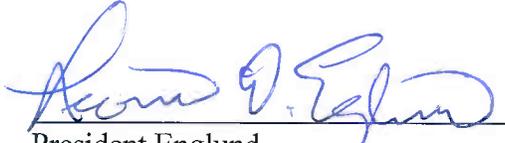
Engineering Manager: Mr. Miller reminded the Board about the August 17th New Headquarters building tour.

General Manager: Mr. Bowman reported on a privately owned water line that broke at the View at the Lake Apartments. He informed the Board of the excellent customer service Devin Hopper provided in helping to get the pipe fixed and the water back on at the apartment complex. Mr. Bowman informed the Board of approved payment in the amount of \$48,000 to Helix Design Group for repair designs on six (6) well houses.

EXECUTIVE SESSION

At approximately 7:15 p.m., the regular meeting was recessed in order to conduct an executive session pursuant to RCW 42.30.110(1)(i) for the purpose of discussing potential litigation. It was stated that the executive session would last approximately 20 minutes and that no action was contemplated. At approximately 7:35 p.m. the executive session was extended 15 more minutes. At approximately 7:50 p.m. the executive session was extended 10 more minutes. At approximately 7:58 p.m., the executive session was adjourned and the regular meeting was reconvened.

The meeting concluded at 7:58 p.m.



President Englund

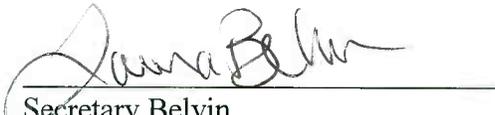
Yea Nay Abstain

ATTEST:



Vice President Miller

Yea Nay Abstain



Secretary Belvin

Yea Nay Abstain



Commissioner Sanchez

Yea Nay Abstain

ABSENT

Commissioner DelMar

Yea Nay Abstain