



MINUTES OF THE MEETING  
OF THE BOARD OF COMMISSIONERS OF  
SNOQUALMIE PASS UTILITY DISTRICT  
OF KING AND KITTITAS COUNTIES, WASHINGTON

Held April 27<sup>th</sup>, 2020

A meeting of the Board of Commissioners of Snoqualmie Pass Utility District was held remotely on April 27<sup>th</sup>, 2020. The meeting was called to order by President Powers at 6:01 PM. Commissioners Powers, Holman, Harja and General Manager Hastings were present telephonically.

**Announcement:**

This meeting is being called as a REMOTE meeting due to the Governor's proclamation 20-28. The District will continue to hold meetings remotely due to the COVID-19 emergency. Once proclamation 20-28 is no longer in effect, the District meetings will return to their normal location.

Pursuant to Governor Inslee's Proclamation 20-28, due to the COVID-19 emergency, the public may not attend District Board meetings in person, but rather must attend telephonically, or through other virtual means. To that end, the agenda stated the phone number for people to be able to call in and join the meeting.

**Call to Order:** Introductions & Roll Call. *Note that there was 0 people present on the phone call.*

**Approval of Agenda**

Motion was made by Commissioner Harja and seconded by Commissioner Holman to approve the agenda with no changes. Motion Passed

**PUBLIC ANNOUNCEMENTS:**

- COVID-19 update and explain the need to a remote telephonic board meeting.
- Encourage customers to register their accounts in the payment portal and the water meter portal. They can make online payments and monitor water usage and set up leak alerts.
- The District anticipates making 100 ERU's available in an allocation process in May or June after the WA State Stay at Home order is lifted. Stay tuned for more info. The first step is to complete the capital project schedule and costs for water and sewer system improvements. Then develop the proper monthly rates and connection fees to pay for these improvements.
- At the May 11<sup>th</sup> meeting their will be a public hearing about the District seeking USDA financing for water and wastewater capital projects.

**Continue the meeting:**

- Public Appearance – none
- Public Comment on agenda items only- limited to five minutes
- Public Comment on non-agenda items- limited to five minutes
- Commissioner Reports- none

## OLD BUSINESS

- COVID-19 updates- effects on District operations and business. *Business is moving slower. The people that the District works with are working remotely and everything takes longer to process. Staff is trying to work on project and maintain social distancing, which requires more time.*
- USDA funding for wastewater plant- *continue to work on the application.*
- Rate Study- Soon, the District will have public hearing on rates, but the hearing cannot be held until the County Health Department states the COVID-19 health issues are decreased and allow larger groups to meet. *Discuss the need to charge capital reserve fees based on a calculated ERU. An ERU is calculated by taking the 2019 total flow and dividing by 3,600 cu ft. An ERU (equivalent residential unit) is 3,600 cu ft per year. This would be a substantial increase in cost to the non-single family customers.*

## NEW BUSINESS

- None

## BOARD ACTION

- Approval of the April 13<sup>th</sup> meeting minutes. Motion to approve made by Commissioner Holman, seconded by Commissioners Harja. Motion passed
- Approval of vouchers including reviewing the OPUS bank operating, revolving, and payroll fund, includes customer refunds. Motion to approve made by Commissioner Harja, seconded by Commissioners Powers. Motion passed

## Commissioner Comment

Public attendance at District meetings will be done telephonically, or through other virtual means, as long as the Governor continues to extend his order. We appreciate your understanding during these times.”

## Adjourn

Commissioner Powers made a motion to adjourn, seconded by Commissioner Harja to adjourn the meeting at 6:30 PM. Motion Passed



William Powers, Commissioner

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Lloyd Holman, Commissioner



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David Harja, Commissioner