

**SNOQUALMIE PASS UTILITY DISTRICT  
KING AND KITTITAS COUNTIES**

**NOTICE OF REMOTE MEETING BOARD OF COMMISSIONERS**

**Monday, May 11<sup>th</sup>, 2020 at 6:00 p.m.**

**Meeting will be attended and held remotely**

Notice is hereby given that the Snoqualmie Pass Utility District will hold a Board Meeting on Monday, May 11<sup>th</sup>, 2020, commencing at 6:00 p.m., which will be attended and held remotely.

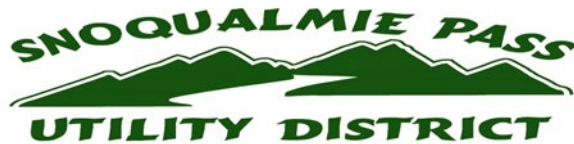
**AGENDA-**

**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 Once proclamation 20-28 is no longer in effect, the District meetings will return to their normal location.**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, if you would like to attend the May 11<sup>th</sup>, 2020 Board meeting, at the applicable time please call 571-748-4021. When promoted, please enter access code 571 9068#. Unless you are giving a public comment during the time that is allowed for such, please mute your phone, as this is an open line, and background noise may disrupt the meeting."

Public attendance at District meetings will be done telephonically, or through other virtual means, through at least May 31, 2020, or longer if the Governor extends his order. We appreciate your understanding during these times."

- Call to Order: introductions and roll call. Ask how many people from the public on the line.
- Approval of Agenda-
- Public Appearance- none
- Public Comments- *limited to 3 minutes*
- Commissioner Reports-none
- Public Announcements-
  - a. Office is closed, encourage customers to make online payments or use the drop box at the office.
  - b. Future Allocation of water and sewer connections- this will not occur until the District is able to meet in person and discuss the rates. Continues to be delayed.
  - c. Future Hearing on Rates- this will not occur until the District is able to meet in person and discuss the monthly rates and connection fees.
  - d. Future Hearing on USDA Funding- A Public Hearing will be scheduled for the May 26<sup>th</sup> regular monthly meeting.
  - e. The May 25<sup>th</sup> regularly scheduled meeting will be held the following day on May 26<sup>th</sup> due to the Holiday.
- **General Manager monthly report**- update on business activities to include old business, new business.



### Old Business

- a. COVID-19 updates- affects on District operations and business
- b. USDA funding for wastewater plant- continue to work on the application with engineers from HLA.
- c. Rate Study- In the near future, 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. District staff has been working with HLA Engineering to develop new connection fees and monthly rates.

### New Business

- a. Discuss our engineers from HLA and Aspect Consulting to develop a task order to explore approx. six locations across the District in which a well could be drilled in the future to meet our water demand. The scope will be outlined in a task order so that the District can then go out to bid in the near future.
  - b. Discuss going out to bid to hire a contractor to run tests on the wastewater collection system to determine where there may be inflow and infiltration issues. These tests would identify broken sewer lines that need to be repaired.
  - c. Discuss the fact that the Governor has extended Proclamation 20-28.2 not allowing in person meeting for the month of May. District meeting will continue to be held remotely/telephonically until this proclamation is lifted.
  - d. Discuss the WA State Governor Proclamation 20-23.3 Rate Payer assistance being extended. Recommended to the board that the District not charge late fees to our customers for the month of May. Nor terminate water service to any customer for non-payment. Advise the Commissioners that we have been working with some historical late payers that were several months behind before COVID-19. The District now has the ability to install a water meter that will reduce the water flow to 1 gpm. The District is considering installing these at several locations, especially where a customer is behind several months and continues to use a significant amount of water.
- **Possible Board Action**
- Approval of the April 27<sup>th</sup> meeting minutes.
  - Approval of vouchers including reviewing the OPUS bank operating, revolving, and payroll fund, includes customer refunds.
  - Motion to suspend late payment penalties and delay water service termination through May 31<sup>st</sup>.
  - Motion to instruct HLA to develop a task order for well siting.
  - Motion to direct GM to explore the costs of hiring a contractor to test the wastewater collection system for broken pipes.
- Commissioner Comment
- Adjourn