

MINUTES OF THE MEETING
OF THE BOARD OF COMMISSIONERS OF
SNOQUALMIE PASS UTILITY DISTRICT
OF KING AND KITTITAS COUNTIES, WASHINGTON
Held September 27th, 2021

A meeting of the Board of Commissioners of Snoqualmie Pass Utility District was held remotely on September 27th, 2021. The meeting was called to order by President Powers at 6:02 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 Once proclamation 20-28 is no longer in effect, the District meetings will return to their normal location. Public attendance at District meetings will be done telephonically, or through other virtual means, until further notice.

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

Approval of Consent Agenda: *items listed have been distributed to the Commissioners in advance for study and will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on a regular Agenda at the request of a Commissioner:*

- customer billing credits, staff timecards and payroll reports, bank and county treasurer transactions. Motion to approve made by Commissioner Harja, seconded by Commissioner Holman. Motion Passed

PUBLIC ANNOUNCEMENTS:

- Office is closed, encourage customers to make online payments or use the drop box at the office.
- Attention property owners and contractors. All water and sewer connections must be made by Sep 30th per District policy. This is to ensure that connections can be made safely before wet winter weather makes it unsafe to enter a trench and open up a sewer or water line.
- Commissioner Holman will be resigning his position in the next couple of months. The District will be looking to appoint a registered voter living within the boundaries of the District to fill the term expiring Dec 31, 2023.

Continue the meeting:

- Public Appearance – none
- Public Comment on agenda items only- none
- Public Comment on non-agenda items- none
- Commissioner Reports- none

General Manager monthly report- update on business activities to include old business, new business.

OLD BUSINESS

1. New Wastewater Plant- update on construction. PSE has installed a larger transformer for current and future use. Roof is nearly complete- just a few minor details to complete but it is currently water tight. All concrete and asphalt work has been completed. Framers, plumbers, and electricians are all busy working inside. Contractor is working to clean up the site and prep for wet weather.
2. Sewer Collection System repairs- repairs are underway. Manhole repairs are nearly completed. Grout crew working on the line repairs. Staff is seeing lots of infiltration in the Conifer area.
3. Staff continue to be very busy with locate requests. Remind contractors/property owners to call the District and 811 ahead of time for planning purposes.
4. Mission Communications SCADA system- staff working with technician to upgrade the system to improve reliability before winter weather.
5. Stoeck IT is working on the server upgrade. They are also looking at the equipment needed for the new office.
6. HLA and staff working with DOE staff on a Centennial grant for the wastewater plant. If we can proof a hardship due to the cost to the customer the District may be eligible up to \$3 million grant.
7. Well siting- staff has prepped both sites for the drill rig. Project is being delayed due to lack of equipment. There is a preconstruction meeting later this week to discuss further. Current plan is to use an ARCH drill Oct 24-Nov 6 and install a 100' deep seal at both locations. Then return with the sonic drill Dec 5-Jan 1 to drill 500' deep. The District and HLA has advised the contractor that there will be snow on the ground and pushing for an earlier start date. The sonic drill is currently on another project and as soon as it is completed they will come here. The goal at a minimum is for the fist stage of drilling to be completed and then monitor the weather. What are Commissioners thought if the contractor needs to work 24 hours per day to complete the work? *Commissioners are very concerned about the project delays and starting late. Winter weather could cause the project to be suspended. Commissioners wanted to think about a project making noise 24 hours per day and how that will affect residents.*
8. Pass life group working on meter pit installations in the center parcel. At the Fire House they are working on installing new water line and sewer line.
9. Work on the intertie valve between Summit and Alpentel pressure zones is going well. The staff have been testing it and watching it closely. On Oct 11th a contractor will be on site to make some improvements to the valve. With this completed and water rights combined in King County I have asked the DOH to increase our ERU availability from 1,444 up to 2,307. I hope to meet with the DOH soon to discuss and seek their approval.
10. Coal Creek manhole repair- the GM submitted the HPA application to Fish and Wildlife and expect to have a notice to proceed on Sep 29th. The District twill add rock to create armor around an exposed manhole structure on the stream edge. Then build a barb out of rock to push the stream away from the bank just upstream of the structure. Staff also found the second manhole in Coal Creek area and will have Pro Vac repair the manhole structure to reduce infiltration.
11. Storage container- waiting to order until we have a site prepped to locate it.
12. New office furniture- waiting to order until we can confirm the size of the rooms.

NEW BUSINESS

1. Discuss setting a date for a public hearing on rates. The GM would request a 100% remote meeting on the regularly scheduled meeting date of October 25, 2021. This public hearing will be to discuss the monthly rate increase, connection fee increase, and adding the public utility tax to the customer's bill. *The Commissioners agree to this date but will discuss at the next meeting before officially announcing.*
2. Discuss the upcoming allotment. The GM would like to conduct the next quarterly allotment. This would be at the current connection prices as new connection fees will not begin until 2022. Start

allotment on Sep 28, stop on Oct 11, with payment due by Oct 25. Review Resolution 2020-15. Discuss some expected applicants that do not have property that abuts the District infrastructure nor the easement required to install their service lines. *The Commissioners agree to opening an allotment. Discuss that a property owner must own the land that abuts the District system, if they do then they can grant themselves access. However, a neighbor wanting to cross their neighbors property will need a legal easement filed with the county. These issues have been discussed at length with the District's attorney, thus we will follow his directions. Commissioners agreed.*

Board Action

- Approval of meeting minutes Sep 13th. Motion to approve made by Commissioner Harja, seconded by Commissioner Holman. Motion passed.
- Approval of monthly vouchers (from the general fund No. 657010) for \$16,669.38 Motion to approve made by Commissioner Holman, seconded by Commissioner Harja. Motion passed.
- Approval of Resolution No. 2021-15 open the allotment for water and sewer connections. Motion to approve made by Commissioner Harja, seconded by Commissioner Holman. Motion passed.

Commissioner Comment

Commissioner Holman does not yet have a date in which he will vacate the office but it will be in the next few months. The GM recommended that Commissioner Powers and Harja begin thinking about someone that they may want to appoint. Position two runs through Dec 31, 2023.

Adjourn

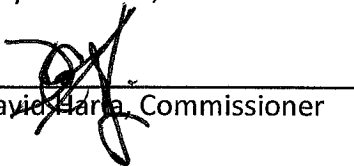
Commissioner Harja made a motion to adjourn, seconded by Commissioner Holman to adjourn the meeting at 6:50 PM. Motion Passed



William Powers, Commissioner



Lloyd Holman, Commissioner



David Harja, Commissioner