

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF MANCHESTER WATER DISTRICT

March 10, 2015

REGULAR MEETING

1.0 Board Chair Steve Pedersen called the regular meeting of the Manchester Water District Board of Commissioners (Board) to order at 5:30 p.m. Commissioners James Strode and Paul Drotz were also present. District staff members in attendance were Dennis O'Connell, General Manager; Scott Wolf, Operations Foreman; Erin Civilla, Accounting Specialist; and Traci Carr, Customer Service Representative. Attorney Ken Bagwell was also present. There were no guests from the public in attendance.

2.0* **Consent Agenda** – *Staff recommended approval of the consent agenda as presented.*

2.1 **Approval of February 10, 2015, Regular Meeting Minutes**

2.2 **Approval of Vouchers** – Approval for payment of these vouchers included General Fund vouchers totaling \$213,015.38 , including \$191,685.10 for the Banner Road Tank replacement project; and Street Light Fund vouchers totaling \$ 2,167.43.

2.3 **Approval of District Payroll Affidavits.**

Commissioner James Strode moved to approve the consent agenda as presented. Commissioner Paul Drotz seconded, and **the motion carried unanimously.**

3.0 **Public Comment** – No public comment was offered.

4.0 **Regular Agenda**

4.1 **AT & T Monofir Concept** – In recent years, AT & T Wireless has tested numerous design concepts to place equipment on our California Tanks for providing Internet and wireless telephone service to the public. The challenge for AT & T is that the District already leases space to other service providers and room for additional equipment is limited. Staff presented a brief overview of their current concept under feasibility study at our site.

A “monofir” is a tower designed to replicate a fir tree from a distance. Monofirs are used in many areas across the country to minimize the visual impact of a cell phone tower. Structurally, a monofir is like any other metal pole with the capacity to support elevated antennae and provide extended range for wireless service providers. Staff presented slides of monofirs in service and updated the Board on the current status of AT & T's feasibility study.

After discussion, Board Chair Pedersen expressed concern about the appearance of the monofir tower and related equipment at the site. Commissioner Drotz would like further information regarding actual benefit to the community before deciding whether to support the concept. Attorney Bagwell explained that some organizations prefer to offer an easement on their property to wireless service providers, rather than a monthly lease. The advantage of an easement is the potential for a lump sum cash payment.

Staff reiterated that AT & T is simply studying the concept at this time and agreed to keep the Board informed of any further developments.

No Board action was requested.

- 4.2 **Manganese in Drinking Water Basics** – Staff presented an overview on the effects of manganese in drinking water. Currently, the District's Well 10 contains levels of manganese that exceed the state reporting limit. Manganese is considered a secondary contaminant that may cause discoloration and staining in appliances and laundry, but is not a threat to health.

Currently, the District uses Well 10 only as a supplemental source of supply, blending the water with other sources to reduce manganese levels in the distribution system. This self-imposed blending requirement significantly reduces the potential of Well 10 as a primary source of supply. Long term capital improvement planning includes the design and installation of manganese removal equipment at the Well 10 site.

Staff presented current treatment options for manganese removal to provide a better understanding of the commitment required for future planning.

No Board action was requested.

4.3 **Review of Financials**

- 4.3.1 **Water Sales Data** – Water sales data through February 28, 2015 were reviewed.

- 4.3.2 **Income & Expense Report** – Staff reviewed the Income & Expense Executive Summary Report for the periods ending January 31, 2015, and February 28, 2015, including fund account summary totaling \$678,861.73.

5.0 **Miscellaneous**

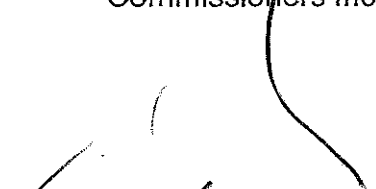
- 5.1 **Operations Update** - All water samples submitted in the month of February were satisfactory. Staff repaired four service line leaks and installed four new services during this reporting period. We also relocated the fire hydrant on Main Street, east of Beach Drive at the request of Kitsap County Public Works. The District produced 9,531,000 gallons in February.
- 5.2 **Capital Improvement Project & Developer Extension Update** – Staff reported that the Banner Road Tank replacement project is moving forward. The retaining wall and site preparation have been completed and the tank foundation should be complete before the next Board meeting.
- 5.3 **Administrative Update** – Staff reported that the District’s annual system-wide flushing program would begin on March 30th and extend through the month of April.
- 5.4 **Board of Commissioner Comments** – Commissioner Strode reported that he has been in contact with various steel building contractors. Based on information gathered so far, he is confident we can build a suitable workshop on the Spring Street property at a reasonable cost. He will be meeting with other builders soon and will keep the Board informed of further developments.
- 5.5 **Executive Session Option** – No executive session was requested.

6.0 **Future Meeting Dates**

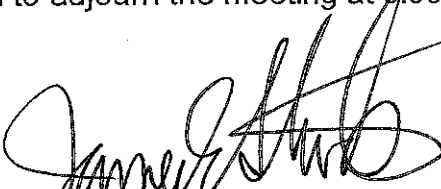
- 7.1 April 14, 2015, 5:30 p.m. – Regular Meeting, Manchester Library
- 7.2 May 12, 2015, 5:30 p.m. – Regular Meeting, Manchester Library
- 7.3 June 2, 2015, 5:30 p.m. – Regular Meeting, Manchester Library

8.0* **Adjournment**

There being no further business to come before the Board, the Commissioners moved to adjourn the meeting at 6:56 p.m.



Steve Pedersen,
Chairman



James E. Strode,
Secretary



Paul Drotz
Commissioner