

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

PURSUANT TO GOVERNOR INSLEE'S STAY HOME – STAY HEALTHY ORDER, MEETING WAS HELD VIRTUALLY

January 12, 2021

REGULAR MEETING

1.0 Call to Order – Board Chair Steve Pedersen called the regular meeting of the Manchester Water District Board of Commissioners (Board) to order at 5:36 pm. Commissioners Paul Drotz and Bob Ballard were also present. District staff present where Erin Civilla, Accounting Specialist, and Scott Wolf, Operations Foreman. General Manager, Dennis O'Connell, and Attorney, Ken Bagwell were excused. There were no public guests in attendance.

2.0 *Election of 2021 Board Officers

2.1 After brief discussion, the board positions in 2021 will stay unchanged, and remain as follows:

Board Chair	Steve Pedersen
Secretary	Paul Drotz
Commissioner	Bob Ballard

Commissioner Ballard moved to approve the 2021 Board Positions

Commissioner Drotz seconded the motion, **the motion carried unanimously.**

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

3.1 **Approval of December 8, 2020 Regular Meeting Minutes**

3.2 **Approval of Vouchers** – Approval for payment of General Fund vouchers that totaled \$44,263.11, and a Street Light voucher totaling \$1,891.96.

3.3 **Approval of District Payroll Affidavit**

Commissioner Ballard moved to approve the consent agenda as presented.

Commissioner Drotz seconded the motion, **the motion carried unanimously.**

4.0 Public Comment – No comment was offered.

5.0 Regular Agenda

5.1 **PFAS and Us** – Per- and Polyfluoroalkyl Substances (PFAS) are a group of manmade chemicals that are manufactured and used in various industries. PFAS has recently been reported on in the media as studies show that certain variations of PFAS in the environment and the human body do not breakdown and can accumulate over time. There is some evidence that exposure to PFAS can lead to adverse human health effects. In 2016 the EPA issued a *health advisory* for drinking water contamination due to PFAS. A health advisory is not enforceable or regulated, but provide technical information on health effects, analytical methodologies, and treatment technologies associated with drinking water contamination. In 2006, the EPA issues a voluntary agreement asking several major companies to discontinue using the harmful PFAS chemicals. Thus, most American products no longer contain PFAS. There is still a concern with imported goods, however.

In November 2020, the District had Well 1 tested for occurrence of PFAS. Well 1 was chosen as the first source to test, as it is the closest in proximity to the US Navy Fuel Depot. The fuel depot is the Districts most “at risk” facility for the presence of PFAS as the oil and other products used and produced at the depot may be sources of past PFAS contamination. The result of the November 2020 laboratory test showed that PFAS was not detected at Well 1.

Going forward, the District may consider having other wells tested for PFAS. It is an expensive test, and the sampling procedures are extensive. Staff will keep the Board abreast of any regulatory changes to PFAS and drinking water contamination.

5.2 Review of Financials & Operations

- 5.2.1 **Water Sales Data** – Water sales data through December 31, 2020 showed total customer billing of \$99,146 to 1,559 services. The total consumption billed was 10,951,887 gallons.
- 5.2.2 **Income & Expense Report** – The total fund balance to end 2020 was \$860,605.83. The total balance exceeded the 2020 year-end budgeted fund balance.
- 5.2.3 **Operations Update** – The crew installed two new services in December 2020. Annual inventory was also completed. All water quality samples submitted in December were satisfactory. The District produced 14,693,000 gallons for the month. The 2020 year-end production was 220,578,000 gallons.

6.0 Executive Agenda

6.1 Administrative Update

Scott and Erin informed the Commissioners that the office remains closed to the public unless an appointment has been made. All visitors are asked to wear a mask while in the District office.

All employee performance evaluations were complete in December. The staff appreciates the cost-of-living adjustments that were approved by the Board for 2021 compensation.

6.2 Board of Commissioners’ Comments

Steve reminded the Board that they should be receiving their form from the Public Disclosure Commission in the coming months.

7.0 Future Meeting Dates

- 7.1 February 9, 2021 Regular Meeting – to be held virtually
- 7.2 March 9, 2021 Regular Meeting – to be held virtually
- 7.3 April 13, 2021 Regular Meeting – to be held virtually

8.0 *Adjournment – There being no further business to come before the Board, Commissioner Drotz moved to adjourn the meeting at 6:08 pm, Commissioner Ballard seconded; **the motion carried unanimously.**

Steve Pedersen
Board Chair

Paul Drotz
Secretary

Bob Ballard
Commissioner

* *action item*