

**UNION HILL WATER ASSOCIATION**  
**5020 236<sup>th</sup> Ave. NE**  
**REDMOND, WASHINGTON 98053**

**Board of Trustees Meeting**

May 9, 2023

President Al Spencer called the meeting to order at 5:30 pm. Board members Colby Caywood, Jim Kleppe, Steve Sergev and Rick Hardesty were in attendance. General Manager Teresa Fowlkes was also in attendance.

**Minutes of Previous Meeting**

The minutes from the March 14, 2023, meeting were reviewed and approved as amended.

**New Agenda Items**

There were none.

**Member Comments/Requests**

There were none.

**Manager Report**

- King County Ordinance – King County response on hold while they hire someone for the position responsible for franchise agreements and ROW rents.
- Generator – The concrete pad and electrical installation are underway.
- Fire Hydrant Hit – Fire hydrant on Union Hill Road and 208<sup>th</sup> was hit April 27<sup>th</sup>. The repair was made the next day by Team Nelson. The Association's insurance company is contacting the driver.
- Superseding Permit – Extension request sent via mail and email on March 16<sup>th</sup>. Department of Ecology responded that there is a vacancy in the position which reviews the requests, response will be delayed.
- Redmond Road – 106<sup>th</sup> – The easement legal description, for the connection at Overlake School, is complete. It has been submitted to Overlake for approval. Drawings are nearing 90%. Once the easement legal is approved permitting will begin.
- PRV Maintenance – Pressure Reducing Valves (PRV) have preventative maintenance every 5 years. The maintenance started Monday and should be complete by Thursday.
- Members' Water Services – Discussion.

**Discussion**

- a. Policy Manual Chapter 6 and Appendix E – Steve Sergev moved to accept changes to Chapter 6 and Appendix E as discussed and modified. Rick Hardesty seconded. Approved

- b. Policy Manual Appendix C and C1 – Rick Hardesty moved to accept changes to Appendix C and C1 as amended. Colby Caywood seconded. Approved.
- c. Employee Manual – Steve Sergev moved to accept changes to the Employee Manual as amended. Jim Kleppe seconded. Approved

**Financial Report**

Financial comparisons were sent to the Board for review.

**Old Business**

There was none.

**New Business**

There was none.

**Action Item Review**

Earthquake Preparedness

Meeting adjourned at 6:32 pm.

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Steve Sergev Secretary/Treasurer

Date \_\_\_\_\_