

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

**Board of Trustees Meeting**

March 12, 2024

President Al Spencer called the meeting to order at 5:31 pm. Board members, Colby Caywood, Steve Sergev, Jim Kleppe and Rick Hardesty were in attendance. General Manager Teresa Fowlkes was also in attendance.

**Minutes of Previous Meeting**

The minutes from the February 13, 2024, meeting were reviewed and accepted as corrected.

**New Agenda Items**

There were none.

**Member Comments/Requests**

There were none.

**Executive Session**

Steve Sergev moved to go into Executive Session. Colby Caywood seconded. Approved  
Jim Kleppe moved to exit Executive Session. Steve Sergev seconded. Approved

**Manager Report**

- Action Items – There have been no further updates on the action items listed below.
- Well 3 – General Manager, Teresa Fowlkes, has been unsuccessful in locating the legal documents needed for access to Well 3. The assistance of legal counsel has been enlisted.
- Office Repair – The office repair on the interior is complete, on the exterior the railing is still being fabricated.
- Hydrant Replacement – As of March 1<sup>st</sup> three more hydrants have been replaced.
- Generator – Initial electrical complete at the Well. PSE has changed requirements; the electrician is working with them for the necessary wiring for well 4.
- Lead and Copper Inventory – The research to determine which homes need to be tested to determine their supply line material is 80% complete. Staff is in the planning phase for the best testing process.
- Water Olympics – The water Olympics which includes best tasting water is March 21<sup>st</sup>. Office manager, Sheila Miller will be attending as representative for the Association.
- Mini Excavator – The mini excavator budgeted for 2023 – 2024 was delivered March 7, 2024.

## **Discussion**

a. Board Elections –

Current President Al Spencer opened nominations for President. Jim Kleppe nominated Al Spencer for the position of Board President. Al Spencer was voted in as Board President unanimously.

Current President Al Spencer called for nominations for Vice President.

Jim Kleppe nominated Colby Caywood for Vice President. Colby Caywood was unanimously voted in for the position of Vice President.

Current President Al Spencer called for nominations for Secretary/Treasurer.

Jim Kleppe nominated Steve Sergev for the position of Secretary/Treasurer.

Steve Sergev was unanimously voted in for the position.

b. Field Hours – Field staff has requested an adjusted schedule for the summer months.

They would work 4 – 9-hour days and 1 – 8-hour day. This allows every other Friday off. Discussion. Board approved a trial of this schedule for June, July and August 2024.

## **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

Superseding Permit – Dept of Ecology

King County Franchise Agreement

King County Ordinance 18403 (ROW Rent)

Redmond Road – 106<sup>th</sup> Phase II

The meeting was adjourned at 6:44 pm.

\_\_\_\_\_  
Steve Sergev Secretary/Treasurer

Date \_\_\_\_\_