

Crockett Lake Water District

Meeting Room, 548 Olympic View Drive, Coupeville

SPECIAL MEETING MINUTES

April 16, 2020

Present: Marianne Burr, Joe Biller and Wayne Mitchell all checked in on-line through “ZOOM”

Also in Attendance: Andy Campbell and Terri Campbell (on-line)

Meeting Called to Order: President Burr called meeting to order at 2:06 PM.

ANNOUNCEMENT: President Burr announced that this Special Meeting was called in order to take care of the immediate needs of the District because of the Covid – 19 pandemic and the Governor’s earlier instructions to the public not to congregate and to maintain Social Distancing. These orders forced the cancellation of the Regular Meeting of the Board of Water Commissioners scheduled for APRIL 9. A solution is being tried using “ZOOM” virtual meetings for this Special Meeting. She explained that Special Meeting Notices and instruction on how to gain access to this meeting were posted at the normal locations: the Water District’s Office, the Post Office in Coupeville and Red Apple’s Public Notice Board.

Agenda Additions/Deletions: accepted as distributed

Approval of Regular Meeting Minutes: The March 12, 2020 minutes: Burr moved and Mitchell seconded to approve the March minutes as distributed. **Motion Unanimously Approved**

Input from the Public: - None

Approval and Signing of Vouchers:

Operations and Maintenance: 5 vouchers #_4-1_ to _4-5_
In the amount of \$2,883.97

Capital Improvements: None

Burr moved and Biller seconded to pay the April Vouchers -- **Motion Unanimously Approved**

Reports:

President: As mentioned above, President Burr noted that the Regular April 9th Meeting of the Board had been cancelled due to the Governor’s recent pandemic orders to maintain social distance and to refrain from public gatherings. She thank everyone for being able to be present on line for this virtual meeting to handle the April business.

At-Large: none

Secretary: Reported that he would have the Minutes of the March Meeting on the table at the District Office for Commissioner’s signatures by tomorrow (Friday April 17th).

Operator Report: Gave the monthly activity report. See attachments

Finance Report: The Financial report was discussed. See attachments

OLD BUSINESS:

1. Up-date on non-conforming service connection project. — Andy Campbell reported No New Action
- 2.

NEW BUSINESS:

1. Covid-19 impacts
Terri reported on actions to consider with late payments by customers or requested extension of our normal payment schedule. It was noted that in the Governor’s orders he stressed that businesses refrain from disconnections and penalties for late payments. After discussion it was decided to extend our payment deadline to June 20 for the current billing period. A Resolution will be prepared to address this decision.

Input from the Public: None

Good of the Order: Nothing discussed

Executive Session: None

CONCLUSION: At 2:55PM President Burr concluded this meeting.

Commissioner Biller – Secretary

_____05/14/2020_____
Date of Approval

Commissioner Burr – President

Wayne Mitchell – At Large

Next Regular Meeting --- June 11, 2020