

**MINUTES**  
**KING COUNTY WATER DISTRICT No. 125**

Friday February 3, 2006

Commissioner Thornton called the special meeting of the King County Water District No. 125 Board of Commissioners to order at 1:00 p.m. at the District Office located at 2849 South 150<sup>th</sup> Street, SeaTac, Washington.

**Present:**

**Commissioners:** Jerry Thornton, President, Jim Rick, Commissioner and John Thompson, Secretary  
**Staff:** Shane Young, Office Manager

**Agenda:** The agenda was amended and unanimously approved.

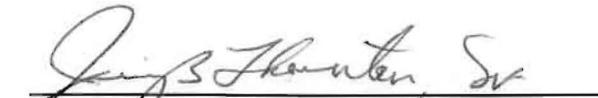
**New Business:** Young reported that his six month probation period had ended on January 1<sup>st</sup>, 2006 and that legal counsel had prepared job evaluation forms for the District to approve. Young presented the job evaluation forms prepared by legal counsel and after a brief discussion, the approval of evaluation forms was tabled until a later meeting.

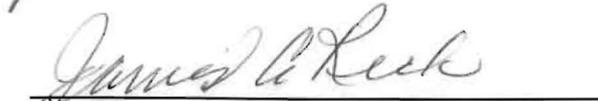
Young informed the Board that several employees were interested in taking classes and wanted to know the District policy on covering the cost of continued education. After a brief discussion, Commissioner Rick made a motion to pay for all costs including, registration, tuition, books, exams fees and all related education costs that were pre approved by the board. Commissioner Thompson seconded the motion which carried unanimously.

Young requested to raise the front counter cash drawer minimum balance from \$100.00 to \$200.00 in order to keep more change in the drawer for customers. Commissioner Rick made a motion to increase the amount from \$100.00 to \$200.00. Commissioner Thompson seconded the motion which carried unanimously.

Young requested a minimum salary for the vacant Assistant Office Manager position. After a brief discussion, the Board directed Young to post the position with a minimum salary of \$4,000 per month, with the starting salary to be based on qualifications.

**Adjournment:** Commissioner Rick made a motion to adjourn the meeting; the motion was seconded by Commissioner Thompson and carried unanimously. The meeting was adjourned at 2:12 p.m.

  
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