

**Camano Water Association  
Board Meeting Minutes  
September 16, 2014**

**Call to Order:** The meeting was called to order at 8:30 a.m.

Board members present: Ethel Bronson, Bob LaLanne, Danae Willson and Duane Atkins. Not present: Dave Weir. Staff present: Dan Peterson, Lenore Heffernan. Not present: Peter Turner.

**Approval of Minutes:** The August Minutes were reviewed and a motion made to approve as written, by B. LaLanne, and seconded by D. Atkins, all accepted.

**Finance/Office Report:** The August finance report and check register were in balance and approved as written, with a motion to approve by D. Willson and seconded by B. LaLanne, all accepted. The renewal of UDS billing software contract for October 2014-15 was signed by the treasurer.

**System Manager's Report:** Please see the report for additional information: Some highlights follow.  
Source – The electrician finished installing the variable frequency drive (VFD) filters on wells 6, 7, and 8. The chlorine generator had the scheduled 6 month acid wash cleaning. Sanding and painting continues for all of the ductile iron and galvanized pipe in the TP.  
Storage – Repaired the level indicator on the north reservoir at the TP, which fell off due to a broken cable.  
Distribution – The six valve cans in the intersection of Elger Bay Road, E. Camano, and E. Monticello Drive have been replaced. The county had redesigned the intersection.  
Met with Hansell Mitzel (HM) for a pre-construction meeting. HM will begin installing the water main on or about September 18. They are preparing the lots only and not building the homes.  
General – The part time employee will be leaving for college – his work has been instrumental in accomplishing many tasks this summer.

**Old Business:**

Safety Committee Report – The committee did not meet in September.

Cross Connection Policy – Scheduled for the next meeting.

Fall Financial Brief – The final copy has been approved by everyone, and will be printed this week, along with the ballots and agenda for the annual meeting. The mailing date is October 10.

Budget Building – Bob requested meetings with the staff to gather information for next year's budget. The staff should be prepared with expense information for the coming year.

Policy review – The attorney sent a red-lined copy of the current bylaws showing revisions, for everyone to review over the next month by the October meeting; to be discussed at that meeting.

**New Business:**

Free Water Issue from fill station – Board members are discussing how to handle this and will continue the conversation at the next meeting.

**Adjourned:** E. Bronson moved to adjourn the meeting at 10:05 a.m. All board members approved.

**Reported by:** L. Heffernan, Office Manager  
D. Willson, Secretary

Next Board Meeting: October 21, 2014 8:30 a.m.