

**Camano Water Association
Board Meeting Minutes
July 21, 2015**

Call to Order: The meeting was called to order at 8:33 am

Roll: Board members present: Dave Weir, Ethel Bronson, and Bob LaLanne. Staff present: Dan Peterson, Lenore Heffernan, and Peter Turner.

Dave acknowledged three recent things worth noting: the letter written by Danae to the member with the lot who had not paid for over a year was successful with collections by the required due date. Dan flushed in June and there weren't any calls; signs were placed at the main locations and it went quite well. And last, the revised bylaws, letters, and ballots were mailed on schedule to all CWA members. Peter and Lenore did a great job in coordinating this enormous mailing.

Guests: No guests.

Approval of Minutes: The June minutes were reviewed, and a motion made to approve as written, by E. Bronson and seconded by B. LaLanne, all accepted.

Finance/Office Report: The June finance report and check register were in balance, and approved as written, with a motion to approve by E. Bronson and seconded by B. LaLanne, all accepted.

Bob noted that the half-way point for the financials looks good even though Dan had additional expenses in some areas, but we are still in good shape. The staff and Bob will plan to meet in August for the first meeting for the 2016 budget.

Dave and Ethel noted that the property at Monticello Drive and Lawson Road is under development, but the county issued a stop work due to permitting. CWA also needs to follow up with the owner of the property regarding the water shares. A letter will be sent to both parties inquiring about the water shares. CWA needs to be notified by the previous owner of the current water shares status in order to keep our records updated.

Communications: Lenore reported that there have been several calls asking why we did not include the "red-lined" copy of the current bylaws for members to easily see the changes. You think it would be that easy, but as I compiled all correspondence and copies into a three inch binder – it is filled. There is more than one set of bylaws with changes – three to be exact – and to send all of this out to members would have been very costly. We suggested they can be viewed on the CWA website and there is a copy for members at the office. Members could also look at the contents of the binder.

System Manager's Report: Please see the report for additional information. Some highlights follow: Source – Aquifer levels are a few inches lower than this time last year and are doing ok even though we are pumping twice the amount of water this year compared to last year. Over July 4th weekend alone CWA produced 1,144,700 gallons of water in three days. The pump ran for 44.4 hours.

Storage – Elhardt reservoir has been pressure washed and more trees and brush have been trimmed back. The painting will be completed next week.

Distribution – A local contractor from Stanwood came out and did two live service line taps for two new connections on Elhardt and Harold Streets. They also removed the two abandoned fire hydrants on Country Club Drive at a cost of \$2,608.80. Dan said they can be refurbished. In June he flushed 196,031 gallons. Dan gave an update on the cross connection control device (CCC), which he finally got back, and he will be contacting the company directly for the parts he needs for the device. He will keep us posted.

Reservoir progress – Dan feels strongly about proceeding with the reservoir for CWA and the board agreed to have the engineer move ahead. A transfer line from the treatment plant to CWA would be included and as well as a manifold at this location. Lenore will email the Bonnie Lane RMA about the potential road work for the transfer line in 2016 or 2017. We can also send letters to homeowners prior to starting the project. We had questions about the cost of these and using the USDA Grant for this project. Lenore will email Darla for the answers.

General – In July, Lenore and I attended the co-op meeting at Fruitland and Mutual Water Company and the DOH gave a presentation on preparing for a water emergency. The round table discussion was about the drought we are in. In July, Peter and I attended a meter technology seminar at Skagit PUD presented by Badger Meter, Inc. showing the latest in meters and meter reading systems. The well houses are being painted this week.

Visual Reports: Peter presented us with a report/graph showing the water sold during the period of January through June, comparing 2014 and 2015 consumption. The report showed close comparisons for February through May, except in January (more in 2014) and June (considerably more in 2015). Peter also added that a geologist would be giving a talk on the island aquifers on July 29 at the Community Center.

Old Business:

Grant Progress and Report – Dave talked about the revised document he received from the state; since the budget was passed June 30, we were notified that the previous document was not current. Dave talked with Jennifer (she didn't know about it) and then talked with another person. After conversations, Dave agreed to sign the document and we are back on track again. Lenore will send the signed document off to Olympia again.

Bylaws Review – The bylaws packets were mailed to all members by the scheduled date. Dave suggested having a couple of members come in to open and count the ballots. Ethel made the phone calls and we have two volunteers to come in. The final date is August 20 for the ballots.

June Newsletter – It was mailed out as scheduled for mid-June and our members like receiving it and knowing about the information it gives them. It looked great and thanks to everyone and our behind-the-scenes designer, Teresa, for putting it all together.

October Newsletter – We will start reviewing topics with Teresa for the next newsletter. It will include the annual meeting agenda and board member voting ballot.

Tour System in June – Dan gave a tour of the treatment plant and Elhardt well house. The board members and staff were very pleased with the countless improvements at both sites, in and out. Dan keeps a busy schedule with testing and maintaining everything in the system.

New Business:

Check signing and vacations – B. LaLanne and E. Bronson will sign the monthly checks. Vacations are noted on the calendar.

Adjourned: D. Weir moved to adjourn the meeting at 10:28 am. All board members approved.

Reported by: L. Heffernan, Office Manager

Next Board Meeting: August 18, 2015 8:30 am