

**Camano Water Association
Board Meeting Minutes
April 19, 2016**

Call to Order: The meeting was called to order at 8:28 a.m.

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

Guests: CWA member, Dick Pelland, attended the meeting.

A homeowner, account 002-1675-1, from Country Club Drive attended, asking CWA to pay for the repair to the brick façade and steps at the front of their house. They said it was caused from the water main leak in August 2007 – 9 years ago. The board members have requested Lenore to contact CWA's insurance company.

Approval of Minutes: The March minutes were reviewed, and a motion was made to approve the amended minutes as written, by B. LaLanne and seconded by D. Willson; all accepted.

In last month's meeting, the Board took a decision on the recent water theft incident. After the meeting, it was brought to light that such decisions are the responsibility of the CWA Office Manager. In light of this, the Board approved a motion to rescind its decision. Lenore shared that in her review of the circumstances, with input from staff and board members; she determined to charge the CWA member, account 001-2359-1, a one-time fee of \$100. The Board was satisfied with the conclusion of this matter.

Communications: We have received a few comments about the 2016 rates which Lenore passed along to the board members.

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

System Manager's Report: Please see the report for additional information. Some highlights follow:

Reservoir progress – Dan reported that we are still waiting for Island County approval. Dave said Greg has been in contact with I.C. – continuing to wait.

Source – Automation Electric installed the register on the meter for the 60 HP transfer pump. We also reviewed plans for the new reservoir, and necessary upgrades for the controls.

Storage – As of April 15, still no word from Island County on approval for the new reservoir project.

Distribution – King Water and PLE Construction are scheduled to each install 10 cross connections at meters by the end of May.

During the annual flushing program in mid-March, we flushed over 185,560 gallons out in the distribution system and 9,000 gallons through the Elhardt reservoir.

General – The transmission in the service truck has been rebuilt and working great.

Peter and Dan arrived at the monthly co-op meeting in Pierce County, but had to leave because of the high winds causing a power outage here. Dan verified the generators were running and the system was operating properly.

Visual Reports: Peter reported that the water sales were down - just 3.17% loss per year for 2009 – 2015; an average decrease of 3.1% per year. The aquifer recovery for Well 6 is doing well; Well 7 has increased a little; and Well 8 has recovered past where we were last year.

Old Business:

Review activities regarding DOH Grant – Dave has tried to reach two water systems that have not continued any contact with him or Greg. After several attempts, it is assumed they are not interested. Bob met with another water system.

Plans for future board members – Danae continues her thoughts about future board members – she met with a CWA member and came away with a lot of great feedback. Danae asked Peter to send everyone the list created at the last meeting “Qualities Desired in CWA Board Members”. It provides a supportive foundation for the development of potential board members.

June newsletter – Teresa had a timeline for us and everyone agreed it was on track for their schedules. We will send her our respective info she needs for a first draft.

Progress on Camano Co-op – Lenore has emailed J. Kropack and Rhonda about the email list and preliminary ideas to form a co-op here. Rhonda is trying to obtain emails for a general mailing to announce this idea.

New Business:

The board members asked Lenore to contact the C. I. Fire Chief, Mike Schick, and invite him to the May meeting, for introductions and talk about the treatment plant emergency plan, and the Well 1 property.

Check signing and vacations – Bob and Ethel will sign the monthly checks. Vacations are noted on the calendar.

Adjourned: D. Weir moved to adjourn the meeting at 10:53 a.m. All board members approved.

Reported by: L. Heffernan, Office Manager

Next Board Meeting: May 17, Tuesday at 8:30 a.m.