

**Camano Water Association
Board Meeting Minutes
November 15, 2016**

Call to Order: The meeting was called to order at 8:27 am.

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

Guests: None.

Approval of Minutes: The October minutes were reviewed and approved as written, with a motion by D. Atkins and seconded by E. Bronson; all accepted.

Communications: The Camaloch business manager stopped in for information from CWA and was given a packet of the newsletters, rates, and other helpful info.

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

Board Procedures – Dave reminded everyone about the form for the Motions.

System Manager's Report: Please see the report for additional information. Some highlights follow:
CCC progress – See below – Distribution.

Co-op report – did not attend this month.

Reservoir progress – Dan reported the new reservoir has been drained so Mt. Baker Silo can install the flow restrictor in the drain line. The board members agreed that MBS should be billed for the water drained from the tank. The engineer will be notified and MBS will be invoiced. The reservoir will be in use on 11/28/2016.

Dave asked about sending thank you letters to the crews that worked on the reservoir.

Source – Nothing to report.

Storage – Automation Electric has installed the new PLC screen and added the new controls for the new reservoir.

Island County came out and cleaned the storm ditch along Lawson Rd so we could drain the reservoir. Duane said he would write a letter to them for their prompt attention with taking care of the situation.

Distribution – Water and Wastewater Services (WWS) will be doing the installations of the double check valves. We will no longer use King Water or PSUS for the installs.

Our Public Notice for the disinfection byproduct (DBP) violation was sent out on 11/10/2016.

The engineer has helped us design a plan to get the DBP under control starting with a weekly flushing program.

General – CWA has signed a renewal contract with WWS for the next year.

Visual Reports: Peter reported the aquifer has recovered about 3 months earlier this year – usually it is recovered by February or March. Water sales for 2014 were \$261,648 and 43,608,000 gallons sold; 2015 water sales were \$277,890 for 46,315,000 gallons sold; and 2016 to date are \$286,790 for 40,970,100 gallons sold.

Old Business:

2017 Budget – Bob said the two capital projects for this year are the CCC installations and saving for Beach Drive for 2018 pipe replacement, new meters, and backflow devices. He is recommending to

adjust the rates to reflect these CIP's – water to .0085/gallon, base fee to \$52 for two months, and CIP to \$25 for two months. Lenore will print a new proposed budget reflecting these figures and the staff will meet with Bob in early December.

Bob made a motion:

Motion 2016-11-15-1: I move Motion 2016-10-18-1 passed 10/18/2016 be rescinded.

E. Bronson seconded the motion; approved by all.

New vehicle – Duane noted he will discontinue his search for a new vehicle, with regards to the above motion.

Plans for future board members – Danae reported she received the email list; she reviewed the past info; talked about consolidation study and asked about having those systems to participate – the goal being to help start communication between the systems.

Review of annual meeting – The meeting went well, with a great slide show of the new reservoir by Peter. Dave dedicated the new reservoir and everyone is pleased that it is paid for. There were a few new members attending along with the familiar faces. One member noted that she was pleased how well CWA is managed.

New Business:

Election of 2017 Officers – The board members discussed whether to change their board positions and it was decided they would keep their same one.

Motion 2016-11-15-2: was made for the following board member positions:

President	Dave Weir	Secretary	Richard Duane Atkins
Vice President	Ethel Bronson	Trustee	Danae Willson
Treasurer	Robert LaLanne	Trustee	Richard Pelland

B. LaLanne approved, D. Willson seconded; all approved.

Planning for Beach Drive – Dave and the board members agreed we should keep 2018 as the target date for the pipe. Dave will ask the engineer to contact the surveyors and archeologists and work on the Island County permits so everything is ready to go in early 2018.

Policy manual review – D. Pelland has agreed to read Sections 3 and 4, note potential changes, and let us know at the January board meeting – just to get us started on a review of these sections, which will require updating.

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

Adjourned: D. Weir moved to adjourn the meeting at 10:35 am. All board members approved.

Reported by: L. Heffernan, Office Manager

Next Board Meeting: December, Tuesday at 8:30 am