

**Camano Water Association
Board Meeting Minutes
March 20, 2018**

Call to Order: The meeting was called to order at 8:35 am.

Roll: Board members present: Dave Weir, Dick Pelland, Duane Atkins, and Gael Fisk. Rob Hartley, Danae Willson, and Lois Bloom were not present. Staff present: Lenore Heffernan, Dan Peterson, and Peter Turner.

Guests: No Guests.

CWA Member: No members attended.

Approval of Minutes: The March minutes were reviewed and approved as written with a motion by G. Fisk and seconded by D. Pelland; all accepted.

Communications: Dave said we received a resignation letter from Rob Hartley, CWA Vice President. Due to his health he felt he could not participate in the manner he is accustomed to. Everyone wishes him well as he recovers. The Board regretfully accepted the letter of resignation; D. Atkins moved to make a motion, D. Pelland seconded, all approved.

Motion 2018-3-20-1: Rob's letter of resignation be accepted.

Finance/Office Report: The March finance reports and check register were in balance and approved as written, with a motion by G. Fisk and seconded by D. Atkins; all accepted.

Lenore said Windermere invited her to their meeting to talk about the CWA's FAQ's, such as the cross-connection control (CCC) \$800 fee for buyers, and the many different water systems here (hundreds). They will make every effort to find out which water system and contact info is related to the property listing. They commented that the website is very helpful and liked the newsletters.

System Manager's Report: Please see the report for additional information. Some highlights follow: Source – The chlorine generator and the DR2700 Spectrometer has had their annual maintenance done; will not be renewing agreement at \$400; will put money into a new one. All the service parts for the chlorine pumps and chlorine analyzer have been delivered.

Storage – Mt. Baker Silo has completed installing all the rails and stairs at a cost of \$25,734. Trico has finished installing the pumps and blowers at a cost of \$52,000. They also took down a few trees, removed a couple of stumps and spread some new gravel. Dan and Pete presented a slideshow of the new additions to the reservoirs – the electrical, conduit, blowers, vents, rails, and stairs.

CCC progress – Continuing to work on the installations; 221 have been installed to date.

Distribution – Disinfection Byproduct (DBP) update – see Storage above. Steve Chappel has the electrical 80% complete; also, Automation Electric work is at a cost of \$5,800; just waiting for an electrical inspection on Friday, to continue.

Puget Sound Utility (PSU) came out and did a road bore for a new service at 1379 Country Club Dr. at a cost of \$3,152 and Trico did the main tap and service connection at a cost of \$2,622.

For homeowners at 1467 Country Club Dr. that came to the last month's board meeting claiming our watermain caused their basement to flood during heavy rain – we will be using a vactor truck to expose the watermain to determine if the watermain caused the problem.

General – Pete and I attended the Regional Water Cooperative of Pierce County meeting; the topic was hydraulic mapping by the United State Geological Survey (USGS) hydraulic mapping. The damaged fire hydrant repair cost was \$2,668.91 on Porter Street in March.

Gallons produced: 3,601,191 in January and 2,920,186 in February.

Greg Cane, Engineer, came to the meeting to talk about R. Clise requesting to have the Agreement revised to add one more service connection to the third parcel. The board members discussed with Greg and Dan and a motion was made.

G. Fisk moved to make a motion, D. Atkins seconded, all approved.

Motion: The Board entertains R. Clise’s request to add a third residential line to parcel 4490 (Parcels 3720 and 4600 have been previously approved) as outlined by Greg Cane’s letter to R. Clise with one addition. The Board requires that all easements are required to be recorded by the County before water services are turned on. (Letter is attached.)

Visual Reports: Peter reported Well 6 has recovered better this year, compared to last year. Well 7 is the same. Both report the aquifer recovery is good. Well 8 has slower recovery time. The sales are ahead in the forecasting spreadsheets; 378,000 gallons more of water were sold – more than last year at this same time. The financials continue to be on track within budgeted projections for the year, even with the additional DBP related work.

Old Business:

- a. Company goals for 2018 and assignments – Dave has asked each person to assume responsibility for accomplishing our goals for this year as follows, and to report on updates at the board meetings.
 - 1. DBP compliance (MCL below 80 ppb) Dan, Greg
 - 2. Monitor accrued finances, and planning for Beach Dr pipe, meter and DCVA Dick, Pete, Dan, Greg
 - 3. Begin the planning, priority, and projected timeline for future pipe replacement Dave, Greg, Dan, Gael
 - 4. Upgrade and refine our Comp Plan for DOH Greg, Dan, Pete, Gael
 - 5. Develop and refine our asset replacement plan Danae, Duane
 - 6. Recruit and encourage potential board members Danae
 - 7. CWA Future Expansion Board/Staff
 - 8. Provide help and support for the development of a Camano Co-op Danae, Dave, Lenore
- b. Policies 4000 series – Postponed until April meeting.
- c. Summer newsletter topics from Teresa – We reviewed topics 1 – 9 and agreed they can be in this newsletter. Lenore will email Teresa, so she can move forward with the drafts.

- d. 2018 Goals – We will review the assignments at the next meeting.
- e. Safety Meeting – D. Atkins and staff met on March 19 and reviewed the topics from last month's meeting. Please refer to the report for additional information.

New Business:

- a. Checks signed by: Dick and Dave on Friday, March 30.
- b. Vacations:

Adjourned: D. Weir moved to adjourn the meeting at 11:25 am. All board members approved.

Reported by: L. Heffernan, Business Manager

Next Board Meeting: April 17, 2018, Tuesday at 8:30 am