

**Camano Water Association
Board Meeting Minutes
May 15, 2018**

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

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

Guests: Ellen White, Cane Engineering, see New Business.

CWA Member(s): Michael James is interested in the board meetings. Paul Elkins asked questions about the outcome of the potholing Dan had PSU do with regards to the water problem he had several months ago. See Dan's report - Distribution. Paul will talk to Island County next.

Approval of Minutes: The May minutes were reviewed and approved as written with a motion by Lois Bloom and seconded by Gael Fisk; all accepted.

Communications: Nothing to report.

Finance/Office Report: The May finance reports and check register were in balance and approved as written, with a motion by Gael Fisk and seconded by Lois Bloom; all accepted.

Key Bank – A deposit was made to the Key Bank money market from the Heritage Bank money market, as Dick Pelland requested.

Heritage Bank – Dick Pelland and Lenore Heffernan met with Heritage Bank's financial advisor to learn about other options to invest the money, FDIC insured, for CIP until it is needed this fall. Gael Fisk moved to make a motion. The motion will be emailed to the other board members for their vote by email. The votes were received, and Duane Atkins seconded the motion.

Motion: To permit CWA to transfer money into Heritage Wealth Strategies program to diversify the funds into a FDIC protected program.

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

Source – The permanganate pump in the TP has failed; it was over 10 years old. It was replaced with a new one and a second pump was also purchased for redundancy.

The number one chlorine pump has been serviced and ready for the summer season.

Five pallets of salt for the chlorine generator have been delivered; salt is delivered twice a year.

Storage – Test results for the DBP that were taken on 4/16/18 after running the pumps and blowers for three hours a day have shown good results. Cascade View sample site is at 53.3 ppb and Cavalero is at 78.8 ppb. We are finally under the mcl of 80 ppm.

CCC progress – Continuing to work on the installations; 236 have been installed to date.

Distribution – Trico came out and installed two new water services at 1208 Beach Dr and 1460 Bonnie Ln. Puget Sound Utilities came out and did the road bore for the 1208 Beach Dr service and did some potholing for the Beach Dr watermain project, allowing us to monitor water levels during high tides. We also potholed for Paul Elkins house at 1467 Country Club Dr and found the old abandoned watermain. It was 4' deep and compacted in hard gravel and no way the water in his basement is coming from CWA.

General – On Tuesday, 5/8/18, a minor accident occurred with the CWA truck; no one was injured; the tailgate was dented by the larger vehicle that hit the truck. We are discussing what is the best option: time to sell the 2003 truck and purchase a new one, or have the tailgate replaced.

Dan and Peter did not attend the Co-op meeting this month.

Data Analytics: Peter reported the data logger for Well 6 is broken and he is waiting to hear from the company. Otherwise, all aquifer levels are doing fine and above static levels, with Well 7 showing the best recovery since the data loggers were installed in 2014. Well 8 is also showing normal levels.

The Income/Expenditure spreadsheet shows the projections for each billing month, CIP, and DBP expenses. Peter said we are still within his projections for the year including the DBP expenditures. Funds that have been set aside monthly since 2016 in the Reserve account will be used to purchase the new truck.

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
See Dan's report.
 2. Monitor accrued finances, and planning for Beach Dr pipe, meter and DCVA Dick, Peter, Dan, Greg
Peter showed the Income/Expenditure report.
 3. Begin the planning, priority, and projected timeline for future pipe replacement Dave, Greg, Dan, Gael
Peter bought a larger computer for AutoCAD, etc.
 4. Upgrade and refine our Comp Plan for DOH Greg, Dan, Peter, Gael
Group met a few months ago; nothing new to report.
 5. Recruit and encourage potential board members Danae
On-going; will include letter to new members.
 6. CWA Future Expansion Board/Staff
Nothing to report.
 7. Provide help and support for the development of a Camano Island Water Project (CIWP) Danae, Dave, Lenore
Provide help & support to the CIWP.
- b. Policies 4000 series – Teresa has revised the policies, sent an e-file with the updated policies, and updated the website.
- c. Spring newsletter topics from Teresa – Teresa is sending a draft on Wednesday.
- d. Camano Island Water Project (CIWP) – The meeting was held in April and Doug Kelly, Island County Hydrogeologist, was the guest speaker. Jennifer wrote a summary of the meeting, her final piece before her May 4 retirement. Everyone is looking forward to the fall meeting.

New Business:

- a. Emergency Preparedness – Ellen White gave a talk about being prepared with a water source plan during emergencies, the various resources, and meetings to attend. The handout of a map "Neighbors Helping Neighbors" showed water systems on the "Isle of Plenty". Additional info included water system providers that could be potential resources for water – contact info, site address and directions. Dave asked about holding a meeting to continue planning, on Monday,

June 4 in the evening; Gael, Michael James, and staff would attend. Dave will write an agenda for the meeting.

- b. Checks signed by: Dick and Dave on Thursday, May 31.
- c. Vacations: refer to the calendar

Adjourned: D. Weir moved to adjourn the meeting at 11:38 am. All board members approved.

Reported by: L. Heffernan, Business Manager

Next Board Meeting: June 19, 2018, Tuesday at 8:30 am