

**Camano Water Association
Board Meeting Minutes
July 17, 2018**

Call to Order: The meeting was called to order at 8:30 am.

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

Dave Weir received a resignation letter from Duane. Board members will send a letter to him acknowledging his resignation. Lois Bloom moved to make a motion to accept Duane's resignation. Danae Willson seconded the motion, all accepted.

Motion 2018-7-17-1: To accept Duane Atkins letter of resignation from CWA Board of Trustees.

No one has stepped in to the Trustee position. There may be interested members for the October ballot. Dick Pelland will be the new board member representative for the safety meetings, taking Duane's place.

Guests: Norm and Linda H., account 002-1225-2, based on the decisions made upon the establishment of the DCVA program, specifically regarding its payment schedule, the payments in question were deemed due it was noted that similar situations have come up requiring the same payment. The couple understood and agreed to pay the charge.

Asst Chief Craig Helgeland spoke about the fire departments response during a disaster. He commended CWA for its active planning, commitment to supply water in emergencies, and by featuring emergency preparedness in its bi-annual newsletter and other publications. He noted the local Camano Preparedness Group meets the 2nd Thursday of every month at the Madrona Fire Station. He said Eric Brooks is the Deputy Director of the Island County DEM (Department of Emergency Planning) and gave us the link.

CWA Member(s): Michael James, Ross Michel, and Ron Cooper were in attendance.

Approval of Minutes: The June minutes were reviewed and approved as written with a motion by Danae Willson and seconded by Gael Fisk; all accepted.

Communications: Noted above in Guests.

Finance/Office Report: The June finance reports and check register were in balance and approved as written, with a motion by Lois Bloom and seconded by Gael Fisk; all accepted. Two new liens were added; there were inquiries about one of the properties selling at auction.

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

Source – On Monday 6/18, the variable frequency drive (VFD) that controls the 60 hp transfer pump has failed so we switched over to the 3 bank back up transfer pump side. On Tuesday 6/19, the pressure switch on the chlorine generator failed. Two switches were ordered; one for the repair and one for backup.

Storage – In May, a set of our Total Organic Carbon (TOC) compliance samples came back high. A second set was pulled; they also came back high. It was discovered that the lab had made a mistake. A letter is being sent to the lab to recover our additional expenses incurred due to the incorrect results.

CCC progress – Continuing to work on the installations; 241 have been installed to date.

Distribution – Trico came out and installed a new service at 107 E Dry Lake Rd and repaired a leak at 1715 E Camano Dr. On July 10, the Beach Dr watermain project went out to bid. Bids will be opened on July 17; the contract will be awarded to the lowest bid.

General – Peter and Dan attended the co-op meeting at Fruitland. Info was given about pipe, produced in Japan, that is specifically designed to withstand earthquakes. Signs for the new truck are in progress; the safety light, utility boxes, and bed liner are installed.

Gallons produced – May 5,140,887 June 5,543,750

Data Analytics: Peter said there are DVD's available for emergency planning, from the DEM website. Well 6 had good recovery in June at about 6" higher than last year at this time. Well 7 is equal to last year and the aquafer recovery is good. Well 8 recovered better than expected. All wells are doing fine. Sales projections are on target, and more water was sold in 2018 compared to 2017.

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.

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| 1. DBP compliance (MCL below 80 ppb)
<i>Completed.</i> | Dan, Greg |
| 2. Monitor accrued finances, and planning for Beach Dr pipe, meter and DCVA
<i>Peter's report provided info.</i> | Dick, Peter, Dan, Greg |
| 3. Begin the planning, priority, and projected timeline for future pipe replacement
<i>Gael is working on it.</i> | Dave, Greg, Dan, Gael |
| 4. Upgrade and refine our Comp Plan for DOH
<i>Greg is working on it.</i> | Greg, Dan, Peter, Gael |
| 5. Develop and refine our asset replacement plan
<i>Nothing new to report.</i> | Danae, Peter |
| 6. Recruit and encourage potential board members
<i>Nothing new to report.</i> | Danae |
| 7. CWA Future Expansion
<i>Nothing new to report...on hold.</i> | Board/Staff |
| 8. Provide help and support for the development of a Camano Island Water Project (CIWP)
<i>Sept meeting.</i> | Danae, Dave, Lenore |

New Business:

- a. Emergency Preparedness – The second meeting was held on July 11 and Eric Brooks, DEM, and Rick Hannold, Island County Commissioner, attended to share their resources for emergency planning. Eric is the Island County person who will liaison with the state about disaster status, has told us about various areas designated for emergency relief on the islands, provided websites, local organization names, Map Your Neighborhood, and so on.
- b. Checks signed by: Dick and Dave on Tuesday, 7/31.
- c. Vacations: refer to the calendar

Adjourned: D. Weir moved to adjourn the meeting at 10:12 am. All board members approved.

Reported by: L. Heffernan, Business Manager

Next Board Meeting: August 21, 2018, Tuesday at 8:30 am