

**Camano Water Association
Board Meeting Minutes
May 21, 2019**

Call to Order: The meeting was called to order at 2:59 pm.

Roll: Board members: Dave Weir, Dick Pelland, Gael Fisk, and Ron Cooper
Not present: Danae Willson
Staff present: Lenore Heffernan, Dan Peterson and Peter Turner

Guests:

CWA Member(s): Dennis Moraski, Peter Rockwell, Stephanie Driscoll

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

April Finance Report: The April finance report and check register were in balance and approved as written, with a motion by R. Cooper and seconded by G. Fisk; all accepted.

Operations Manager's Report – Refer to the report for additional information.

New Well – Dan Peterson spoke about the Mountain View Road (5 acres) with the new well, Class B system and the issues involved between Island County, DOH, and DOE. CWA has not received an Island County form – Certificate of Water Service Availability – from the owners. A new house is under construction now.

Treatment Plant Improvements – Dan and Peter showed a plan from the engineer and the property survey will be done in mid-June.

Bylaws revision – The attorney is working on the revisions, with assistance from Greg Cane, P.E. and Dan Peterson.

New Business:

- a. Make a motion to accept Lois Bloom's resignation letter – R. Cooper moved to make a motion and seconded by D. Pelland; all approved.

Motion 2019-5-21: To accept Lois Bloom's letter of resignation from the board because of moving out of state.

Old Business:

- | | |
|--|-------------------------------|
| a. 2019 Company Goals | Assigned to: |
| o Reprioritize capital projects for the next 10 years
<i>Greg and staff are reviewing – refer to Peter's report</i> | Dan, Greg |
| o Begin the planning, priority, and project time-line
for future pipe replacement
<i>Dan and Peter are reviewing info from Greg.</i> | Dan, Greg, Gael, Dave |
| o Develop and refine our asset replacement plan
<i>Peter is maintaining the information.</i> | Danae, Peter |
| o Update and refine our WSP for DOH
<i>Greg is working on the WSP.</i> | Dan, Greg |
| o Continue emergency management
<i>Reminders in newsletters.</i> | Staff, Ron, Dick, Gael, Ross, |

- o Look to engage with other water companies Danae, Staff, Board
April 11 water system meeting at Community Center.
- o Educate and inform members about how the rates are determined Lenore, Peter
Peter is working on a list of CIP and costs from previous years for the June newsletter – providing information to members showing self-funding vs. the cost of borrowing.

- b. Emergency Preparedness – This meeting was postponed; the next meeting is Wednesday, July 10, 1 – 2 pm at CWA.
- c. CIWP – Danae will be at the June meeting to talk about the highlights and provide handouts with the meeting topics and a list of the service providers who attended to answer questions.

Office Communications:

- a. Three members are asking the board members to consider an adjustment to their water bill for the large amount of water they had to flush due to the brown water. CWA has not adjusted bills in the past and most board members agreed to continue the same policy. Lenore printed their meter read reports showing the difference and the amounts are between ten and twenty-five dollars. A joint decision was made to have the President send a letter to members.
- b. Checks are signed on Friday, May 31 – Dick and Ron.
- c. Vacation notices – it is helpful to let others know of absences.

Data Analytics:

Well 6 aquifer is recovering quite well.

Well 7 aquifer is slightly below but the datalogger quit working in April and waiting for a new one. Will be able to report more accurately next month.

Well 8 aquifer seems to remain consistent.

Peter reported the estimated balance for the year ending 2019 will be \$792,186. The funds for the 2020 treatment plant improvements would be \$511,056.

Adjourned: Dave Weir moved to adjourn the meeting at 5:05 pm. All board members approved.

Reported by: L. Heffernan, Business Manager

Secretary: _____

Dated: _____