

**Camano Water Association
Board Meeting Minutes
July 16, 2019**

Call to Order: The meeting was called to order at 3:00 pm.

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

Guests: Dan Mitzel Development and Greg Cane P.E.

Dan Mitzel proposal to the board members: three water shares in exchange to offset the pump station construction costs since the pump station would provide improved water pressure to a specific area of Bonnie Lane properties. Mitzel Development has eight properties on Elger Bay Road and there are currently five water shares. The board members discussed the proposal and need time to consider it. Greg will email Dan Mitzel to review the proposal. A decision could be made by the August meeting.

CWA Member(s): Stephanie Driscoll, Dennis Moraski

Approval of June Minutes: The June minutes were reviewed and approved as written with a motion by R. Cooper and seconded by D. Pelland; all accepted.

Approval of June Finance Report: The June finance report and check register were in balance and approved as written, with a motion by R. Cooper and seconded by D. Willson; all accepted.

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

New Well – The Island County Water Availability form was signed by CWA, sent with memo from Greg, and the CWA Development Standards, and mailed by certified mail to Hezel Homes LLC on July 1.

Treatment Plant Improvements – The property was surveyed, and the brush has been cut around the property lines.

Source – The 60 hp transfer pump is back in service.

Storage – Nothing to report.

Distribution – LBC has installed two new water services at 423 Mountain View and 1776 Cascade View. They also moved the meter and service line out from under the tree at 1487 E Camano Drive.

General – Peter and Dan attended the Pierce County Co-Op meeting at Fruitland Water Company. They are reviewing the membership fee structure, possibly reducing the cost of membership for CWA and a few other water companies. CWA is a non-voting member.

New Business:

- a. Water Supply Extension – Greg Cane presented information and a map designating north, northwest and south extension areas to CWA. There would be a total of 201 build-out ERU's. D. Willson moved to make a motion and seconded by R. Cooper; all approved.

Motion 2019-7-16-1: To move forward with the proposal plan to expand CWA's service areas included in the area: to those areas included in the proposal developed by CWA and Greg Cane, P.E., Cane Engineering; in association with Island County representatives.

Old Business:

- a. 2019 Company Goals Assigned to:
 - o Reprioritize capital projects for the next 10 years Dan, Greg
Greg and staff are reviewing – refer to Peter's report

- Begin the planning, priority, and project time-line for future pipe replacement
Dan and Peter are reviewing info from Greg. Dan, Greg, Gael, Dave
- Develop and refine our asset replacement plan
Peter is maintaining the information. Danae, Peter
- Update and refine our WSP for DOH
Greg is working on the WSP. Dan, Greg
- Continue emergency management
Reminders in newsletters, handouts at office. Staff, Ron, Dick, Gael, Ross, Stephanie
- Look to engage with other water companies
Spring & Fall water system meetings at the Community Center. Danae, Staff, Board
- Educate and inform members about how the rates are determined
Peter created a list of CIP and costs from previous years for the newsletter – providing information to members showing self-funding vs. the cost of borrowing. Andrew's CIP report – see below. Possibly include in a newsletter. Lenore, Peter, Andrew

- b. Emergency Preparedness – The next meeting is Wednesday, Sept 11, 1 – 2 pm at CWA. The July 10 meeting reviewed the previous meetings items that required follow-up: radios for communications, Well 4 rehab, generators, valve locations, emergency contact list of contractors, and bringing more awareness to members for preparedness. Refer to the meeting notes for complete details.

Office Report and Communications:

- a. Newsletter – The B&W newsletter will not be reprinted in color; CWA will not be billed.
- b. Checks are signed on Wednesday, July 31 – Dick and Danae.
- c. Vacation notices – refer to calendar.

Data Analytics Report:

Well 6 aquifer graph showed good recovery over the winter months.
 Well 7 aquifer is slightly below the reference line as compared to last year; but has consistent recovery.
 Well 8 aquifer is slightly below the reference line.
 Sales: reported more water sold this year and sales were also better.
 Financials: continue to be on track with projections.
 Andrew gave a report about CIP – the background, definition, longevity, funding, and CIP value to the water system. Members ask how long the CIP charge will be on the bills; there are continuous projects.

Adjourned: Dave Weir moved to adjourn the meeting at 6:18 pm. All board members approved.

Reported by: L. Heffernan, Business Manager

Secretary: _____

Dated: _____