

**Camano Water Association
Board Meeting Minutes
June 18, 2019**

Call to Order: The meeting was called to order at 3:03 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): Stephanie Driscoll, John Hale

Approval of May Minutes: The May minutes were reviewed and approved as written with a motion by R. Cooper and seconded by G. Fisk; all accepted.

Approval of May Finance Report: The May 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 – Engineer, Greg Cane, met with Island County health department for more information. Greg assisted our attorney with the bylaw revision.

Treatment Plant Improvements – The property will be surveyed next week, and the brush will be cut. Also taking for bids for the ground's maintenance and the generator maintenance.

Source – The 60 hp transfer pump impeller has failed again and the pump has been pulled and now at the shop for repair; expected back on-line June 28. The pump will need to be upgraded.

Storage – The three main storage tanks have been pressure washed.

Distribution – Another set of 100 setters, DCVA's, meters and boxes have been ordered.

General – Camano Land Company LLC/Hezel homes LLC mailed the Island County Certificate of Water Availability form to CWA mid-June for nine lots. The lots fall outside of our service area on the south end of our system. We can serve those lots with water. They have also paid the hookup fee and CCC for the house on Mountain View Road.

The water consumption continues to increase. 31 shut off notices were delivered.

New Business:

- a. Bylaws revision – R. Cooper moved to make a motion and seconded by D. Pelland; all approved.

Motion 2019-18-6-1: To approve the proposed revision to the CWA Bylaws.

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
 - o Begin the planning, priority, and project time-line Dan, Greg, Gael, Dave
for future pipe replacement
Dan and Peter are reviewing info from Greg.
 - o Develop and refine our asset replacement plan Danae, Peter
Peter is maintaining the information.

- Update and refine our WSP for DOH
Greg is working on the WSP. Dan, Greg
- Continue emergency management
Reminders in newsletters. Staff, Ron, Dick, Gael, Ross
- 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. Lenore, Peter

- b. Emergency Preparedness – The next meeting is Wednesday, July 10, 1 – 2 pm at CWA.
- c. CIWP – Lenore gave an overview about the highlights and provided handouts with the meeting topics and a list of the service providers in attendance to answer questions. Everyone agreed it was a very informative collaboration for water systems and service providers.

Office Report:

- a. Brown water flushing – A few members asked for refunds due to running their water for a long time. The board members are following the past policy and no refunds will be given as it would be difficult to manage. Homeowners are informed to contact CWA when brown water occurs in order to resolve the problem. The reminders are sent often in newsletters and bill memo.
- b. Newsletter – It is scheduled for mailing on June 20; Databar is printing and sending this one.
- b. Checks are signed on Friday, June 28 – Dick and Dave.
- c. Vacation notices – it is helpful to let others know of absences.

Data Analytics Report:

Well 6 aquifer showed a slight decline in recovery.

Well 7 aquifer is slightly below the reference line. The new datalogger has been installed.

Well 8 aquifer had a longer period of recovery.

Peter reported the water sales were 923,000 gallons more this year as compared to last year.

CIP's were \$2,183,466 from 2014 to the current time and including Beach Drive.

Adjourned: Dave Weir moved to adjourn the meeting at 5:20 pm. All board members approved.

Reported by: L. Heffernan, Business Manager

Secretary: _____

Dated: _____