

**Camano Water Association  
Board Meeting Minutes  
August 17, 2021**

**Call to Order:** Ron Cooper called the meeting to order at 2:02 p.m., at the CWA office.

**Roll:** Board members present: Ron Cooper, Dick Pelland, John Hale, and Ross Michel.  
Board members not present: Gael Fisk, and Dave Weir .  
Staff present: Lenore Heffernan, Dan Peterson, Peter Turner; Andrew Turner.

**Guests:**

**Members:**

**Approval of July Minutes:** The July Minutes were reviewed and approved as written with a motion by D. Pelland and seconded by R. Michel; all accepted.

**Approval of July Finance Report:** The July Finance Report and check register were in balance and approved as written, with a motion by D. Pelland and seconded by J. Hale; all accepted.

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

Source – Russell and Dan rebuilt the pump head on #1 chlorine pump, and we are waiting on the electrical motor to bring the pump back into service.

Dan pulled the Gross Alpha and Radium 28 compliance samples, and we are waiting for the results.

Storage – Western Solar has installed the new generator at the Elhardt reservoir but have not done the start up yet.

The controls that automatically run the aeration system in the main storage tanks has failed. Svend from Automation Electric was called, and he will be out next week to do the repair.

Distribution – GC Systems has completed the annual maintenance on all seven of the PRV (Pressure Reducing Valves).

519 DCVA's have been installed to date.

General – On Thursday, 7/22, TJ Lurvey and Dan met with Seth Cardon who is a board member of Camano Sunset water system. They have had multiple bad Bac-T samples and were looking for some guidance.

On Friday, 7/23, Dan gave 2 CWA members from Crest View Drive, a tour of the water treatment plant. They were very appreciative of the tour and understanding of the infrastructure it takes to bring water to their tap.

Received Badger Meter test findings and meter and register "tested good, no problem found." After a review of findings, the Board members agreed to make a motion. John Hale moved to make a motion and seconded by Ross Michel. All approved.

**Motion 2021-8-17-1:** It is moved to notify members (002-1447-1 Johnson) that the manufacturer has reported the meter functions properly. Based on their findings the fee is correct. A copy of the manufacturer's report is to be sent to the member.

After the board meeting, we will tour the treatment plant, Elhardt, Crestview, and new booster station on Elger Bay Road.

Gallons produced: June 6,735,245 July 7,719,683

**New Business:** Nothing to report.

**Old Business:**

- a. Computers for board members – Peter and Andrew are setting up the emails, etc., received info from Encore and paid one-half deposit for the subscription license. This is an on-going process as we wait for the next step.
  
- b. Credit Card info and cost for CWA – Lenore contacted Wave Broadband to set up a Static IP Address as of 8/13. Once UDS (billing software company) activates the credit card tab, adds a link on our website, and The Payment Group (credit card company) sends their card reader – we will be ready in September.
  
- c. Office cleaning company – Lenore contacted 9 companies, a few responded, only one new bid at \$762 for one monthly cleaning. Lenore will talk to current company and find out exactly what could be worked out with them. Board members agreed.
  
- d. Direct Deposit – Lenore suggested QB because we are already on-line with them. Board members agreed to go ahead. No added cost! We are planning to be ready for 9/1 checks.
  
- e. Emergency Preparedness meeting – the next meeting is Wednesday, September 8, 1 – 2 pm.

**Office Report and Communications:**

- a. Checks will be signed on Tuesday, August 31 by Dick, and John.
  
- b. Refer to Peter’s Calendar for monthly planning and maintenance requirements.
  
- c. Vacation notices – refer to calendar. Gael will not be at the September board meeting.

**Data Analytics Report:**

Refer to Peter’s computer-generated reports.

Well 6 is a little lower than in 2020, still within an acceptable level.

Well 7 The new datalogger was installed.

Well 8 is at a similar level to 2020.

All aquifers are now in summer decline due to high withdrawal.

Water Sales – Peter estimated 49 - 52 million gallons this year. Peter has updated the Self-Funding CIP report with the current number of members and combined BF and CIP amounts.

**Adjourned:** Ron Cooper moved to adjourn the meeting at 3:18 pm. All board members approved.

**Reported by:** L. Heffernan, Business Manager

**Secretary:** \_\_\_\_\_

**Date:** \_\_\_\_\_