

**Camano Water Association
Board Meeting Minutes
September 21, 2022**

Call to Order: Gael Fisk called the meeting to order at 2:01 pm, at the CWA office.

Roll: Board members present: Ron Cooper, John Hale, and Clay Wallace.

Staff present: Lenore Heffernan, Peter Turner, and Dan Peterson. Not present: Andrew Turner.

Guests:

Members:

Approval of August Minutes: Motion was made by Ron Cooper and seconded by John Hale to accept the meeting minutes for August 17, 2022. Motion carries.

Approval of August Finance Report: The August Finance Report and check register were in balance and approved as written. Motion was made by Ron Cooper and seconded by Clay Wallace. Motion carries.

There is a correction in the September Agenda. It should say August Meeting Minutes and August Finance Report, not July.

Homes sold YTD: 29 + 6 in August, and Vacant lots sold YTD: 8 + 0 in August.

Liens for August Report: 4 liens, new lien(s) for August 0.

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

Source – On Monday 9/12, Dan found that the VFD (variable frequency drive) on Well 6 had kicked out. The system ran Saturday and Sunday on one well. Automation Electric was called, and Sven found a wire in the VFD that was loose and appeared to have arced causing the drive to shut down. After repairing the wire, Well 6 was brought back into service. Then on Thursday 9/15, Dan noticed there were air bubbles in the chlorine analyzer causing the chlorine dose to be sporadic. Upon further investigation, Dan discovered Well 6 was drawing down past the pump intake, creating bubbles in the chlorine analyzer. It appears the screen on Well 6 is plugged, not allowing the casing to fill with water, causing the pump to cavitate, creating air pockets. Well 6 has been taken off-line and Steve Chappel has been called in to help further investigate.

Storage – Nothing to report.

Distribution – On Thursday 8/25, Dan found another watermain leak on the corner of Fairway and Watkins Drive. Variant Construction and Edwin Plumbing were contacted, and the repair was done on 9/1. Edwin Plumbing also did a water service leak repair on CWA side of the meter at 1511 Bonnie Lane – refer to pictures.

577 DCVA have been installed YTD.

Update on the South End Water Main Extension – The meeting was held on Saturday 9/17 at the Camano Country Club. Refer to the meeting Minutes.

Gallons produced: July 6,727,728 August 8,183,378

New Business:

- a. S. Expansion Area meeting on Saturday 9/17 – Refer to meeting minutes. The first meeting went well, and it was meant to provide more information and get a sense of interest in bringing water to the area. Cost is a main factor, and more information is needed. A second mailing will be planned, no date yet, with a survey and include some information about new well/existing well estimated costs. We will add information from the first meeting to the website after the minutes are reviewed.
- b. Ross Michel resigned as Treasurer at the August 17 board meeting.
- c. Special Trustees Meeting on August 30, a Motion was made to accept his resignation and a Motion was made to accept Clay Wallace as the new Treasurer. Refer to the meeting minutes. Motion was made by Clay Wallace and seconded by Ron Cooper to accept the meeting minutes for August 30, 2022. Motion carries.
- d. Bank signatures – The bank is waiting for Secretary of State (SOS) to update the website and Lenore will follow-up; however, board members should stop into sign.
- e. Insurance renewal on 10/16 for Property and Vehicle – Clay had questions about coverage and Lenore has emailed the reps asking for their response.

Old Business:

- a. Cell tower report – No report for August.
- b. On the Ballot – Gael and John will be on the ballot. Clay and Dan Wilson will be on the ballot in October 2023. This staggers the candidates and year for elections when new board members are filling a term for a position.
- c. Annual meeting discussion and focus – Lenore said the agenda will be ready by 9/26 and will email a copy to everyone.
- d. Easements – Clay sent an email to everyone on 8/18 with information about easements. Board members said to add to October Agenda.
- e. Emergency Preparedness meeting – Clay noted other ways for emergency preparedness – digitize info, a fireproof cabinet, access to essential information such as membership accounts, accounting, meter reading, maps, etc. We will continue to fulfill any needs. The next meeting is Wednesday, January 11, 2023, 1 – 2 pm.

Office Report and Communications:

- a. October Employee Reviews – John and Clay will conduct the reviews on October 4.
- b. Checks will be signed on Friday, September 30 by Clay and John or Ron.
- c. Refer to the Calendar for monthly planning and maintenance requirements.
- d. Vacation notices – Refer to calendar.

Data Analytics Report:

Peter showed the well drawdown graphs for wells 6, 7 and 8. He also showed the aquifer recovery graphs for wells 6, 7 and 8. The drawdown graph for well 6 showed when the fault occurred in September and how it affected the performance of well 6.

He pulled up a table showing the water sales from January to August for 2021 and 2022. Comparing the two years for CWA, in 2021 - 37,954,423 gallons sold, in 2022 - 34,073,199 gallons sold.

This leaves us with a difference of 3,881,224 gallons which equates to \$46,574. By the end of the year, he expects the sales to improve.

Adjourned: Meeting adjourned at 4:17 pm. All board members approved.

Reported by: L. Heffernan, Business Manager

Secretary: _____

Date: _____