

**Camano Water Association
Board Meeting Minutes
October 19, 2022**

Call to Order: Gael Fisk called the meeting to order at 2:09 pm, at the CWA office.

Roll: Board members present: Gael Fisk (video), Clay Wallace, John Hale, and Dan Wilson.
Board members not present: Ron Cooper
Staff present: Lenore Heffernan, Dan Peterson, Andrew Turner, and Peter Turner

Guests:

Members:

Approval of September Minutes: Motion was made by John Hale and seconded by Clay Wallace to accept the meeting minutes for September 21, 2022. Motion carries.

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

Homes sold YTD: 29 + 6 in September, and Vacant lots sold YTD: 8 + 1 in September.
Liens for October Report: 6 Liens TYD, new lien(s) for September: 2.

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

Source – On Saturday 10/8, on the chlorine generator alarm, the blower motor would not start, causing the alarm. Dan removed the blower motor and found corrosion on the fan blade was locking the motor up. Dan cleaned out the blower and reinstalled; it is working but will need to be replaced.

Hydroseed at the treatment plant was shot in on Tuesday 10/11.

Ten pallets of salt were delivered for the chlorine generator.

Storage – The Elhardt chlorine feed pump has been rebuilt and brought into service to help raise the chlorine residual. In the off-season, the chlorine residual drops off, so we give it a dose of chlorine when the reservoir fills.

Distribution – Twenty-five registers and endpoints were installed.
Eighteen shut off notices were delivered.

Approval – Please see attachment for registers and endpoints. It took 7 months to receive the last forty registers and endpoints, and we have already used twenty-five of the forty. I will be asking for approval to order another forty.

John Hale moved to approve the purchase of forty registers and endpoints. Seconded by Clay Wallace, all approved. Motion carries.

Motion 2022-10-19-1: To purchase forty registers and endpoints at \$8,680, plus shipping and tax.

Gallons produced: August 8,183,378 September 5,575,365

New Business:

- a. Easement information – Clay Wallace emailed various sources of information about easements and suggests incorporating into Bylaws and Policies in the future. Attorney review would be needed. Gael Fisk suggested looking at the plats in the service area, remind customers there are easements and we can enforce them; we should be starting now – to let people know. Additionally, there may be a Property Owner' Guide, consent form to use, talking about what type of plants are in/can be planted in an easement, an education process by including in the newsletters. Gael Fisk proposed a committee – Gael, Clay, Dan; Lenore is available if needed.
- b. Property and vehicle insurance renews on October 16, \$18,198.

Old Business:

- a. Cell tower report – No report for September; remove from agenda until we hear from them.
- b. Review/comments for October newsletter, ballot, agenda for Annual meeting – all information is helpful and another good newsletter. John Hale and Lenore will open envelopes and count the ballots on Friday, 11/4 at 1 pm. Lenore thanked Ron, Doug Peter and Andrew for volunteering to help with sending out the ballots – it is very much appreciated.
- c. Annual meeting prep/discuss – Lenore has the reports ready by 10/14 – 20 days before the Annual Meeting. Peter and Andrew are working on the power point slides. Gael asked Lenore to email the Agenda to her; Lenore will email to everyone.
- d. Emergency Preparedness meeting – Next meeting Wed., January 11, 2023, 1 – 2 pm.

Office Report and Communications:

- a. October Employee Reviews – John and Clay are working on them; a Board Member Retreat meeting is planned for November.
- b. Checks will be signed on Monday, October 31 by Clay and John.
- c. Refer to the Calendar for monthly planning and maintenance requirements.
- d. Vacation notices – Refer to calendar.

Data Analytics Report:

The information for October '22 indicated that we are beginning to see some autumn recharge across our well data. Unsurprisingly, given the running issues with well 6, we are seeing its recharge bounce back significantly, while the burden is placed on drawing water more frequently from 7 and 8.

During September, well 6 saw a large shift in the number of daily averages. The readings for September have changed somewhat and are beginning to show signs of more consistent recharge. There were close to twenty days during September where the daily average water level was higher than the previous month.

Well 7 also saw a marked increase in recharge during the month of September. The daily average water level essentially flipped from where it had been the prior month, in favor of a more sustained higher daily average. During the month, twenty-three days saw a higher daily average when compared to the previous month.

Well 8 also saw substantial changes to the daily averages. During September most days showed higher average levels of water (twenty-four versus the prior four) when compared to the levels for August. In general, it seems as though we are moving into our period of recharge which should see the numbers trend upward (in general terms) as we head toward the end of the year.

Regarding water sales, Andrew mentioned that sales in September had been surprising (and exceeded those of the same period during 2021) and should help to minimize the impact of drops in sales CWA experienced earlier in 2022. Though there is still some time to go in 2022, Andrew and Peter are confident that losses (when compared to projections) will have minimal impact on sales by the end of 2022.

By Andrew Turner

Adjourned: Meeting adjourned at 3:37 pm. All board members approved.

Reported by: L. Heffernan, Business Manager

Secretary: _____

Date: _____