

**Camano Water Association  
Board Meeting Minutes  
November 16, 2022**

**Call to Order:** Gael Fisk called the meeting to order at 2:05 pm, at the CWA office.

**Roll:** Board members present: Gael Fisk, Ron Cooper, Clay Wallace, John Hale, and Dan Wilson  
Staff present: Lenore Heffernan, Dan Peterson, Andrew Turner, and Peter Turner

**Guests:**

**Members:** Bill Wolff

**Approval of October Minutes:** Motion was made by John Hale and seconded by Ron Cooper to accept the meeting minutes for October 19, 2022. Motion carries.

**Approval of October Finance Report:** The October Finance Report and check register were in balance and approved as written. Motion was made by Ron Cooper and seconded by John Hale. Motion carries.

Homes sold YTD: 43 + 4 in October, and Vacant lots sold YTD: 8 + 0 in October  
Liens for October Report: 6 Liens TYD, new lien(s) for October: 0.

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

Source – On Wednesday, 11/9, Edwin Plumbing at treatment plant – replaced the broken bulkhead fitting in one of the chlorine tanks and relocated the blower motor for the chlorine generator to reduce the condensation running down into the blower.

Three 50-gallon drums of permanganate (helps remove iron) were delivered to the treatment plant.

Well 6 – Nothing to report; Dan has contacted a company to come out after Thanksgiving.

Storage – Both pressure transducers that control the water levels in the Crest View reservoir failed and over filled the reservoir. Automation Electric (SCADA) was called and pressure transducers were replaced.

Distribution – 11 more registers and endpoints have been replaced.

Fence – We have not heard from homeowner about moving the fence by the treatment plant, nor has our attorney.

Windstorm Report – On Friday, 11/4 at 11:30 pm, the power went out; generators came on and ran until 7:30 pm Sunday 11/6. Dan, Andrew, and Peter took shifts monitoring the treatment plant, generators, and any other concerns caused by the massive windstorm.

New Service Truck – Kendall Chevrolet will have the new truck ready on Thursday, 11/17; Gael or Ron will need to sign papers and take a check.

Water Produced: September 5,575,365      October 4,259,370

**New Business:**

- a. CD Rates and discussion – Cetera rep and Clay talked about the current 4 – 5% interest rates; board members will look at this again in January.

- b. Gift cards for 3 service providers – Board members approved.

**Old Business:**

- a. AT&T Cell Tower – There is a site meeting on Friday, 11/18, 11 am; Gael, Clay, Dan, Andrew, Peter, and Lenore will be here with J5 group.
- b. 2023 Rate Changes – Board members reviewed the rates. Ron Cooper moved to approve the changes. Seconded by Clay Wallace, approved; Dan Willson abstained due to not enough background information. Motion carries.

**Motion 2022-11-16-1:** Increase fees for 2023: metered water to \$1.30 per 100 gallons; Base Fee to \$94 Bi-monthly; Labor Fee per hour to \$150.

- c. Annual Meeting cancelled due to widespread windstorm that weekend. Board members agreed not to reschedule the meeting due to unknown future weather conditions. A postcard will be sent to members letting them know; Lenore will contact Databar about sending a notice. Lenore and John counted the ballots on Friday, 11/4 and 59 ballots were returned, re-electing Gael Fisk and John Hale for another term. There were no write-ins.

John Hale moved to approve the board members for 2023 term. Seconded by Clay Wallace, all approved. Motion carries.

**Motion 2022-11-16-2:** To accept the following as Officers of CWA for 2023.

Ron Cooper	President	2024	John Hale	Secretary	2025
Gael Fisk	Vice President	2025	Dan Wilson	Trustee	2023
Clay Wallace	Treasurer	2023			

Ron Cooper moved to accept 2021 Annual Meeting Minutes. Seconded by John Hale, all approved.

**Motion 2022-11-16-3:** To accept 2021 Annual Meeting Minutes as written.

- d. Easement information – Clay has researched and provided extensive information about the various easements in the CWA service area, and in the South Expansion Area. Gael will contact someone she knows at Island County for further information. Clay noted the parcels in a plat, and several plats throughout the service area.
- e. Employee reviews update – John and Clay are preparing comments and will meet with employees soon.
- f. Emergency Preparedness – next meeting on Wednesday, January 11, 1 – 2 pm.

**Office Report and Communications:**

- a. Checks are signed on Wednesday, November 30 by Ron and John.
- b. Dinner on Thursday, November 17, 6 pm.
- c. Refer to the Calendar for monthly planning and maintenance requirements.
- d. Vacation notices – Refer to calendar.

**Data Analytics Report:**

Wells and aquifer recovery for Well 6 – the pump is still down; the recharge is good.

Well 7 – the recharge is starting to reach static level.

Well 8 – the recharge is pretty good on average for the month.

Sales – Peter said we are about \$15,000 down on the projected sales. CWA sells between 49 million and 52 million per year. He expects that we will reach 49 million gallons this year. CWA should end 2022 down by approximately 2 to 3 thousand dollars as projected sales.

**Adjourned:** Meeting adjourned at 3:58 pm. All board members approved.

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

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

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