

DATE: June 9, 2007
TO: Township 29 Water Association Members
FROM: Janet M. Harvey, Secretary
SUBJECT: **Annual Meeting Minutes**

The President, Sally Hardenberg, called the meeting to order at 11:35 PM.

The minutes of the June 10, 2006 Annual meeting were read and approved without correction.

Janice Tabbal read the Treasurer's report. After discussion, the report was approved without correction.

- ◆ We opened one additional money market account to support the special project.

The President, Sally Hardenberg, distributed the Consumer Confidence Report.

- ◆ Bacteria, lead, copper and nitrates are testing at acceptable levels.
- ◆ We are out of compliance on arsenic and a special project for filtration is underway.
- ◆ Chlorides appear to be stabilized at 160.

Volunteer Committee Updates:

- ◆ Insurance
 - Purchased a new insurance policy with much greater coverage from the Douglas Group, known for insuring water systems. The policy also protects the Board. Thank you John Hayward!
- ◆ Small Water System Management Plan (SWSMP)
 - Plan was completed with King Water Management's support. WA State DOH did read the plan (thank you Jennifer Kropak!) and she supported securing our approval by the state on January 31, 2007.
 - The President will be the keeper of the "book" and questions may be directed to that individual. It was agreed that a second copy will be made and maintained by a second officer, to be determined. Thank you Sally and Sari for your hard work!
- ◆ Meter Reading
 - Over the course of the year we found four leaks, none particularly dangerous. We read meters about 10 AM in order to read when homeowners are likely not using their meters.
 - Please check your meter boxes in order to remove gravel, overgrown bushes and weeds, etc. in order to make opening the boxes easier.
 - Difference between the main water meter and the sum of the home service meters is explained by the flushing of the system; this will generally account for a 10% difference.
 - We will use the informational part of the "No Leak News" for updates about the system and please feel free to use this for community announcements as well.
- ◆ Special Projects Committees
 - Alternate Well Site
 - Discussed possibility for purchasing property or an easement with homeowners East of Scurlock Road in order to find a source of water without seawater intrusion. Thank you to Daniel Goldsmith for his support in this effort.
 - Discussed this project with Doug Kelly and he recommended that we need to investigate further North along Smuggler's Cove Road. While we are in a high risk area we don't need to worry until chlorides reach about 250. It is smart to be in the process of searching for a future site.
 - A simple way to mitigate seawater intrusion is to lower the pumping rate. Under our engineer's guidance, we did this and have found our chloride rates have stabilized.
 - An off site well is on the back burner.

- Conservation and watching leaks continues to be the very best strategy for mitigating seawater intrusion. It is the most effective and least expensive solution.
 - Replacing toilets, hot water heaters, washing machines are excellent opportunities for being more conservative.
- Other matters of importance addressed by this committee include the following:
 - A technician from Evergreen Rural visited at no charge to us and located all the main lines by a "sounding" procedure. Our system maps will be updated for this information as part of the survey work being conducted for the arsenic filtration project.
 - Required maintenance on the reservoir will be completed shortly to include replacing the broken gauge and installing a locking access lid.
 - We have crafted an Emergency Water Shut Off procedure that will be distributed to homeowners by mail later this month in addition to posting this information in the pump house.
 - Please remember to CALL BEFORE YOU DIG!
 - When a break upstream from the house service meter occurs, it is necessary to shut off water and, once opened again, the system requires flushing. Homeowners who create a break will be charged for King Water services.
 - If a break of this variety does happen, please immediately contact a Board Member. If no one is available, contact King Water, 360-678-5336.
- Arsenic Filtration
 - Thank you is in order for Kurt Groesch and John Tabbal for their support in this project over the past year!
 - Island County has 85% of the systems state wide that are out of compliance. Island County does have the authority to lock down a system for non-compliance, meaning, no one has access to water. Compliance is not a choice. As long as we are actively pursuing a solution, able to show progress, the state will find that acceptable.
 - Progress so far includes:
 - Engineering site review
 - Land survey by Thatcher & Morrisson (more to come)
 - Identified location for infiltration system: many thanks for Doris Hunter and Doug & Sherry Joel for their support on easements!
 - Main line location and inspection ~ no leaks, yeah!
 - Easement research and recording (still underway)
 - Public Works loan application review and approval
 - What's Next?
 - Survey and easement recording
 - Engineering
 - Construction bids:
 - Electric: panel, wiring, lights, generator
 - Plumbing
 - Pump house expansion
 - Fencing with locking gates
 - Scurlock access
 - Permit process
 - Budget Approval (Anticipated in July by Telephone Meeting)
 - Construction
 - Installation

- Final Inspection (Anticipated by December 2007)
- Financial Options
 - Resolution 692007 was adopted, raising user fees up to \$600/year from \$300/year beginning in 2008. This is necessary in order to secure funding for our WA State Drinking Water State Revolving Fund loan at a rate of .5%.
 - The user fee amount is based upon a loan amount of \$192,000.
 - We do not anticipate needing this much money and we will have a telephone meeting in July to review the project budget following the receipt of construction bids.
 - Following budget approval by the homeowners, we will adjust the size of the loan required.
 - We will then, working with the state, reduce the necessary 2008 user fee increase to satisfy loan repayment.
 - As required by the state, on September 1, 2007 we will move \$14,400 from our operating account into the money market account designated for loan payment.

Board changes were also discussed and approved as follows.

- ◆ Janet Harvey's term as Secretary is complete. Jenanne Murphy will be Secretary for the next 3 years.

The 2007 Fee Schedule is the same as for 2006 and was approved as follows.

- ◆ The invoice for the new fees is enclosed with the minutes. Payments are due by September 1, 2006.

Volunteer Committees:

- ◆ Janet Harvey, Doug Joel and John Hayward will support Sari Spieler with monthly meter reading
- ◆ Doris Hunter, Linda Hayward and Larry Schneider will support Homeowner Calls when it is necessary for the water system to be shut down for a temporary period.
- ◆ Cathy Groesch will lead a new committee for Community Emergency Preparedness and will be supported by Janice Tabbal and Sari Spieler.

Thank you to Janet Hall for a wonderful presentation and handouts on Emergency Preparedness!

The meeting was adjourned at 1:50 PM

<p><u>Members Present:</u> Quorum of 18 votes Henri & Sally Hardenberg Doug Joel Larry Schneider Roland & Susie Nelson Doris Hunter Russell & Janet Harvey Kurt & Cathy Groesch Betty Redmond Linda Hayward Daniel Goldsmith & Sari Spieler Janice Tabbal</p>	<p><u>Members Absent:</u> Larry & Dawn Howard Dick & Carol Johnson Tony Calio John Tabbal Claire Rich Cyril & Lois Reck Sherry Joel Jenanne Murphy Dick & Carol Johnson Tova Thorpe Harold & Betty Brevik Bill & Virginia Thomson John Hayward</p>
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