

Scatchet Head Water District

SCATCHET HEAD WATER DISTRICT (SHWD)
ISLAND COUNTY WASHINGTON

Minutes for March 10, 2026

MEETING PLACE

Scatchet Head Community Club Building, 3742 Driftwood Drive, Clinton, WA

IN ATTENDANCE:

Commissioner Lipoti
Commissioner Mullins (via telephone)
Commissioner Peterson

COMMUNITY MEMBERS IN ATTENDANCE

Jaci Mach
Amelia Wood
Ron Winter
Jordan Boyer
Drea Boyer

The meeting was called to order at 4:00 PM by Commissioner Lipoti.

Commissioner Peterson read the land acknowledgement.

Public Comment

Ron Winter had questions about the cost of the water. He felt that \$190/3 months was too much, particularly for people who do not use their minimum. Commissioner Peterson said that it was actually less than most people on Whidbey Island pay for water. Jaci Mach said it worked out to \$2/day which is rather minimal.

Ron Winters had questions about which water lines had been replaced, why all lines had not been replaced, and what else had been accomplished. Commissioner Lipoti described the prioritization process, as well as the benefits for replacement of the filters/ pumps/ pipes in the treatment plant and at the well building. Ron Winters asked about other projects which might be undertaken, and Commissioner Peterson described our list of projects.

Amelia Wood had questions about water quality. Commissioner Lipoti mentioned the Consumer Confidence Reports which will be coming out prior to July 1. Amelia was concerned with what contaminants were being removed and what chemicals were added. Jaci Mach asked about the chlorine smell she had been experiencing but which had stopped. Commissioner Lipoti said that she had discussed it with Josh from King Water and that the chlorine residual had not been changed. We are, however, due for a flushing.

Minutes

Meeting minutes

Scatchet Head Water District

Approval of the minutes from February 17, 2026 regular meeting was moved by Commissioner Mullins, seconded by Commissioner Peterson, and passed unanimously.

Vouchers

Approval of operational vouchers in the amount of \$3,755.11 and EFT in the amount of \$3,074.47 for a total of \$6,829.58 was moved by Commissioner Mullins, seconded by Commissioner Peterson and passed unanimously.

Approval of construction account vouchers in the amount of \$17,232.50 was moved by Commissioner Mullins, seconded by Commissioner Peterson, and passed unanimously. It should be noted that \$724.50 of this cost was incurred by consultation with our attorney regarding the Scatchet Head Sewer District's allegations. No insurance claim has been submitted to date.

Approval of vouchers from the construction account for interest for Heritage Bank for \$23,116.53 was moved by Commissioner Mullins, seconded by Commissioner Peterson, and passed unanimously. A special check for the interest had to be drawn by Island County because there was not enough time for it to be processed with the other checks.

Financials and Accounts Receivable

Financial statements were reviewed and discussed. Our cash position remains stable, and we have greater certainty regarding our remaining construction costs as we get closer to completion of the project. A budget will be developed after completion.

After meter reading took place, bills were sent. There are a few meter re-reads, and the Commissioners would like confirmation that the meters which were locked remain locked and that no one has tampered with them. The Commissioners are concerned with the number of accounts which are past due and are exploring putting liens on those properties.

Review of Operating Reports

No operating report was received.

Old Business

System Upgrade Project

A motion was made to approve change orders 10 and 11 by Commissioner Mullins and seconded by Commissioner Peterson, and approved unanimously.

A motion was made to approve the PE 7 by SRV Construction by Commissioner Mullins and seconded by Commissioner Peterson. It was approved unanimously. The amount is \$622,193.06. After approval by USDA, this will go on an outlay report to be deposited

Meeting minutes

Scatchet Head Water District

into the construction account. \$30,000 of this will be paid by the Public Works Board through an A-19. Because this is such a large amount, the District will call a special meeting will be held on April 6 to approve the voucher request so that SRV is not waiting weeks after the next scheduled SHWD meeting for this large amount.

The punch list is about complete.

The SH Sewer District has sent another email that they have retained an attorney to help them with the insurance claim.

The application for credit cards was turned down by Heritage Bank. Commissioners will try it again after all of the construction loans are settled.

New Business

NW Natural Water will serve as the Design Information Request recipient for the District under Washington One Call – the 811 system.

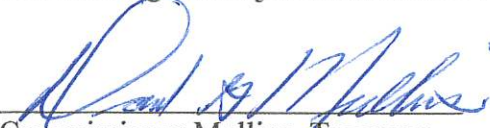
Water testing for coliform bacterial was conducted in February The District is in compliance.


The ribbon cutting ceremony will be held on April 25 at 2pm. We have an invitation list that includes all of the county, state, and local political leaders whose support was important for the project. All of the contractors who were involved with the project will be invited, along with the operators and members on NW Natural Water. Of course, all of the customers of the water district will be invited as well.

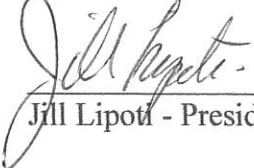
A long list of needed maintenance was discussed. It was agreed that the District would move forward with installation of the eyewash system in the chemical room in the next month. Additional items such as the sump pump for the well building and a better weld for the pressure gauge on the reservoir, and a better “box” for the valve would be next on the list to be addressed.

Commissioner Peterson has compiled the safety data sheets into a binder and has installed the proper labeling and signage at the treatment building. Thank you, Tom!

The meeting was adjourned at 5:32 PM.


Commissioner Mullins, Treasurer


Commissioner Peterson


Jill Lipoti - President