

Scatchet Head Water District

SCATCHET HEAD WATER DISTRICT (SHWD)
ISLAND COUNTY WASHINGTON

Minutes for February 17, 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

Darren Helland
Seanea Helland
Jordan Boyer
Drea Boyer

The meeting was called to order at 7:00 PM by Commissioner Lipoti.

Commissioner Peterson read the land acknowledgement.

Public Comment

Members of the public are noticing changes to their water quality -- for the better!

Minutes

Approval of the minutes from January 20, 2026 regular meeting was moved by Commissioner Mullins, seconded by Commissioner Peterson, and passed unanimously. Approval of the minutes from the special meeting on January 24, 2026 was moved by Commissioner Peterson, seconded by Commissioner Mullins, and passed unanimously.

Vouchers

Approval of operational vouchers in the amount of \$14,045.36 was moved by Commissioner Mullins, seconded by Commissioner Peterson and passed unanimously.

Approval of construction account vouchers in the amount of \$3,547.50 was moved by Commissioner Mullins, seconded by Commissioner Mach, and passed unanimously.

Financials and Accounts Receivable

Financial statements were reviewed and discussed. Commissioner Mullins met with

Meeting minutes

Scatchet Head Water District

Dawn Wilson at Branch Business Services to discuss the development of budget projections for the next 3 years. Dawn will have that ready for the next Board meeting. At that time, we will transfer funds to our short term asset account, and also put funds into our investment account.

Meter reading is taking place this week. Concerns were raised that the water services which were supposed to be locked still seem to be accessible to customers. This issue will be raised to NW Natural Water so that they can check on them at least quarterly when the meters are read.

Review of Operating Reports

An operating report was received.

Old Business

System Upgrade Project

The ATEC filters have been installed and are working. SRV was on site February 2-6, and the filters were placed into service on the evening of February 5. The operators and Commissioners were trained on February 6.

The USDA came on site and conducted their inspection on February 13. Curt Schoenfelder was present and compiled a punch list of items that still need to be done. He issued a Certificate of Substantial Completion.

Curt Schoenfelder was asked if the sewer district issue with the pipes under George Drive would hold up the completion of the project. He said that these issues have been handed over to the insurance companies, and that it did not need to be resolved before the loan could be finalized. SHCC has called a special meeting for Feb 18 at 6:30pm, and Commissioners Lipoti and Peterson will attend.

Curt also looked at the groundwater which is ponding at the end of George. He believe this is natural groundwater, and if necessary, could be drained to the existing storm drains along Driftwood. However, he cautioned against piping the water to Puget Sound without going through a lengthy permitting process.

Commissioner Mullins moved approval of Change orders 8, 5, 6, and 9. Change order 9 constitutes a credit for work not done along Fidalgo. Change orders 8, 5, and 6 would be paid for by this credit.

The credit card application was turned in to Heritage Bank, but the cards have not yet been received.

New Business

Meeting minutes

Scatchet Head Water District

Resolution 2026-4 appointing Dawn Wilson as Investment Officer was moved by Commissioner Mullins and seconded by Commissioner Peterson, and passed unanimously.

It was determined to be necessary to extend the interim loan with Heritage Bank for another 90 days to finish up the remaining items on the punch list and get all of the paperwork settled. Resolution 2026-5 was moved by Commissioner Mullins and seconded by Commissioner Peterson, and passed unanimously. All of the additional paperwork was signed by Commissioner Lipoti and Peterson. The paperwork will be walked through to Heritage Bank and Treasurer Tony Lam on February 18.

Water testing for coliform bacterial was also conducted in January and also after the new ATEC filters were installed. The District is in compliance.

A discussion was held regarding the ribbon cutting ceremony for the System Upgrade. Commissioner Lipoti will check with some of the dignitaries to see when they might be available and it will likely be scheduled for late April/ May timeframe.

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 taken over the website. Getting all of the permissions to update the website has taken over 40 hours of work, but he has been successful. While the District may choose to use a different platform in the future, at least now, we have all necessary passwords to do our website updates ourselves. A big thank you to Commissioner Peterson for his diligence!

Please note that the next SHWD meeting will be one week early, March 10, 2026 at 7pm.

The meeting was adjourned at 8:32 PM.

Commissioner Mullins, Treasurer



Commissioner Peterson



Jill Lipoti - President