

SCATCHET HEAD WATER DISTRICT (SHWD)
ISLAND COUNTY WASHINGTON

Minutes for November 15, 2022 - Regular Meeting, 7:00 PM

MEETING PLACE

Scatchet Head Community Club Building, 3742 Driftwood Drive, Clinton, WA
and, online through Zoom

IN ATTENDANCE:

Commissioner Mach
Commissioner Lipoti
Commissioner Mullins

ABSENT:

None

ALSO PRESENT:

Sandra Bodamer – King Water Company

COMMUNITY MEMBERS IN ATTENDANCE:

Alexandria Boyer
Jordan Boyer
Michelle Coffin – via zoom

The meeting was called to order at 7:00 PM by Commissioner Mullins. Commissioner Lipoti opened the meeting with recital of the Land Acknowledgement.

Commissioner Mullins motioned that the meeting minutes from the October 18, 2022 commissioners meeting be approved. Commissioner Mach seconded the motion. (*Motion carried, unanimously approved and passed.*)

Audience Participation

Michelle Coffin asked about the project and if consideration was taken about replacing the pipe along Fidalgo, in the slide area. She also asked about a generator to power the well during outages. Commissioners explained that everything depends on funds and priority of projects, but they were aware of the concerns of the customers.

Financial Report

The vouchers for the month were reviewed. Commissioner Lipoti motioned that vouchers 11-1 through 11-7 in the amount of \$4,022.89, plus EFT voucher in the amount of \$793.00 for a total of \$4,815.89, plus Construction vouchers (11) C-1, (11) C-2, and (11) C-3 in the amount of \$13,695.97 for a grand total of \$18,511.86 be approved. Commissioner Mach seconded the motion. (*Motion carried, unanimously approved and passed.*)

Meeting minutes

Scatchet Head Water District

Financial reports were reviewed. Cash in the Operating Fund at October 31, 2022 was \$131,706.67, the Short-Term Asset Fund was \$48,288.03, the Emergency fund was \$102,181.99 of which \$99,000.00 is invested, and the Construction Fund was at a zero balance for a total of \$282,176.69. The balance due on water bills was \$9,484.25, which includes past due accounts of 3,983.85 (one account for \$2,883.63 has had the meter removed with lien filed, one account for \$726.93 has the meter locked).

Manager/Operations Report

Sandra Bodamer reviewed the Monthly Operations Report (attached).

Old Business/Pending

Action Items Reviewed.

Commissioner Mullins moved that the Resolution #2-22-11 for Conflict of Interest, that is required for the loan, be approved and Commissioner Lipoti seconded. All approved.

Commissioner Mullins moved that Resolution #2-22-12 to move \$200 to Construction Loan account be approved and Commissioner Mach approved.

New pump costs should come out of short term asset account.

Fill in hole on Lopez and bill homeowner for charges.

Credit Card Payments

Sandra to get El Dorado fees for taking Credit Cards.

Website

Commissioner Mach suggested Land Acknowledgement be put on the website

Generator

Engineering Report

Discussion about arsenic test results showed arsenic wasn't being removed at the levels needed. A new pilot test will be performed to change chemical dosing.

New Business

Lessons learned from power outage - Need to inform customers about conservation during power outages.

King Water to send E-mail list to be sent to Commissioners Mach and Lipoti for communication during outages.

Scatchet Head Sewer District requests information about water usage. Commissioners agreed to let the Sewer District get the information from King Water to do there billing.

Commissioner Lipoti would like to put the preliminary engineering report on the website.

Meeting minutes

Scatchet Head Water District

She noted that it used to be there and is no longer on the site.

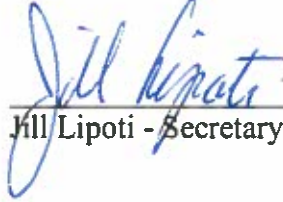
Scatchet Head Sewer district - The Board agreed to provide the SHSD with the information they have requested and they should request the information via the Freedom of Information Act using the form available on the SHWD web site. Once received the Board will request King Water to provide the information and charge the SHSD for the costs involved

Commissioner Mullins motioned to close the meeting at 8:36 PM. Commissioner Mach seconded the motion. (*Motion carried, unanimously approved and passed*).

Commissioner Mullins, President



Commissioner Mach – V.P.



Jill Lipoti - Secretary

Scatchet Head Water District meeting November 2022

Action Items

1. Sandra – Continue to monitor % water loss. Meter reading in November showed less than 5% water loss, meter reading in May shows 2% water loss.
2. Area near the wells is being undermined by water. Commissioners and maybe Wilson – Island County roads department is planning to replace two culverts over the next few years in our district. They are the culvert under Fidalgo, and the culvert under George. They are not responsible for the culvert that is undermining the area next to the well building. Dave has a list of the owners of the properties on Samish and Island Court, but it is unlikely that they will be responsible for the drainage.
3. Wilson is concerned that bids might be 20% higher than budgeted. Options include increasing our loan amount by \$500,000 or scaling back on the project. Based on Dave's research, grants are not available to our district.
4. Violation letter – Copper and Lead – get the additional samples and submit the report. Sandra will let us know what is going on tomorrow.
5. Nic and electrician to work on a cost estimate for improving the electrical system at Guemes so that individual booster pumps are all on individual circuits
6. The new booster pump will be installed this week. At that time, our old booster pump will be sent out for refurbishment so we have a spare in case of pump failure.
7. Still need a company to service the generator on a maintenance contract.
8. Brenda to get us a list of the email addresses so that we can communicate with the customers in an emergency.
9. Sandra to get a marker for the valve on George and Samish which we would turn off in the event of a large-scale emergency.