

Scatchet Head Water District

SCATCHET HEAD WATER DISTRICT (SHWD)
ISLAND COUNTY WASHINGTON

Minutes for June 21, 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:

Seth Conlin
Jordan Boyer
Alexandria Boyer
Tyler Hart
Kirk Horten – 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 May 17, 2022 commissioners meeting be approved. Commissioner Lipoti seconded the motion. (*Motion carried, unanimously approved and passed.*)

Audience Participation

Seth Conlin was requesting a relief of late fees for two accounts. The total late fees were \$284.62. The Commissioners requested a letter with his request and reasons.

Kirk Horton expressed his concern that the flush on Periwinkle wasn't finished on the first day and they weren't notified.

Meeting minutes

Scatchet Head Water District

Financial Report

The vouchers for the month were reviewed. Commissioner Mullins motioned that vouchers 6-1 through 6-8 in the amount of \$7,241.67, plus EFT voucher in the amount of \$355.43 for a total of \$7,597.10, plus Construction vouchers C-1 through C-3 for \$20,761.00 for a grand total off \$28,358.10 be approved. Commissioner Lipoti seconded the motion. *(Motion carried, unanimously approved and passed.)*

Financial reports were reviewed. Cash in the Operating Fund at May 31, 2022 was \$108,316.16, the Short-Term Asset Fund was \$38,288.03, the Emergency fund was \$101,670.01 of which \$99,000.00 is invested, and the Construction Fund was \$3,286.00 for a total of \$251,560.20. The balance due on water bills was \$44,433.45, which includes past due accounts of \$9,585.72 (one account for \$2,883.63 has had the meter removed with lien filed).

Manager/Operations Report

Sandra Bodamer reviewed the Monthly Operations Report (attached).

Discussion of the flushing and the need to make sure to send e-mails with correct locations.

Old Business/Pending

Website - Spent a lot of time uploading pictures. Met with former web master who said they will take over the website for a rate of \$50.00 an hour. Commissioner Mullins motioned that they hire the former webmaster on a retainer basis of \$100 a month and \$500.00 to clean up the site. Commissioner Lipoti seconded the motion. All approved.

Engineering Report

Whidbey Island loan – bridge loan is approved

Wilson is working on fine tuning on all easements.

Sewer Districts has no easements.

Meeting minutes

Scatchet Head Water District

New Business

Grants – Commissioner Mullins talked to someone about five different grants, of which Scatchet Head would not qualify for any of them due to income of the community being too high and the rate structure too low.

Shed at ^{Shed} pump house – want to have it removed, but several people have expressed interest in taking it. Commissioner Mullins will talk to several people and see who will take it.

Money into Short Term Asset account – Have been moving \$10,000 a quarter and USDA only needs it moved once per year.

Propane – Commissioner Mullins talked to Vanderyacht about leasing tanks and buying propane from them. Commissioner Lipoti motioned to accept \$75.00 to swap out tanks and \$124.00 a year to lease the tank. Commissioner Mach seconded the motion, all approved.

Commissioner Mullins motioned to close the meeting at 8:39 PM. Commissioner Lipoti seconded the motion. *(Motion carried, unanimously approved and passed).*



Commissioner Mullins, President



Jill Lipoti - Secretary



Commissioner Mach – V.P.

Scatchett Head WD

Monthly Operations -

May

2022

Water pumped:

	Cu. Ft. Start	Cu. Ft. End	Cu. Ft. Month	Gals. Month
Well # 2	6,282,180	6,476,990	194,810	1,457,179
Well # 3	7,446,520	7,449,660	3,140	23,487
Total			197,950	1,480,666

Treatment Meter:

	60,016,500	60,228,900	212,400	1,588,752
--	------------	------------	---------	-----------

Difference

	-14,450	-108,086
--	---------	----------

Backwash

	5,207,900	5,235,300	27,400
--	-----------	-----------	--------

Backwash %

13.8%

Cottage Glen reservoir

	Cu. Ft.	Cu. Ft.		Gallons
Inlet meter (Cu. Ft.)	7,191,190	7,253,140	61,950	463,386
Outlet meter (Cu. Ft.)	703,435	766,539	63,104	472,018

Difference

(8,632)

Booster Pumps:

#1	10,109	10,165	56
#2	9,826	9,901	75
#3	11,964	12,011	47
#4	9,944	10,018	74
			252

Booster gals/hr.

Flushing	Cu Ft	Gallons
2019		
March - full system flush		100,000
2020		
February - spot flushing		50,000
March - full system flush		100,000
June - full system flush		200,000
Sept - full system flush		100,000
Dec - full system flush		200,000
2021		
March - full system flush		100,000
June - full system flush		100,645
Sept - full system flush		100,000
Dec - full system flush		100,000
March - full system flush		100,000

Scatchet Head Water District meeting May 2022

Action Items

1. Sandra – Continue to monitor % water loss. Meter reading in November showed less than 5% water loss, but that seems unusual.
2. Sandra – to place a follow-up call about the letter that Jill wrote to Island County roads department regarding culvert replacement next to the well building. **Nate was contacted by Island County.**
3. Meter Reading was done manually today (May 17) and will be entered into the tablet and an upload attempted. **Next Meter Reading should be by Laura and one new person that we hired for this purpose.**
4. **PFAS testing and all non-detect. Need to put out a statement about the good news!**
5. Sandra – Sandra explained the likely cause of occasional exceedances of the disinfection byproduct MCL is high organic material in the lines. The first step to fix the problem is to flush. Sandra will look at the correlation between the MCL exceedance and the flushing schedule. The next step if flushing does not take care of the problem is to install a fan in the reservoir. Commissioners are hopeful that flushing will reduce the disinfection byproducts. Retesting showed Trihalomethane within MCL. **To be continued....**
6. Dave –Wilson to research the easement language so it can be posted on our website so there will be no misunderstandings. Dave talked with Wilson and they are working on it.
7. Jill/Jaci –**The SHWD plan was approved at the meeting and will be amended as necessary. Sandra will give it a final look and then it will be submitted with the other necessary loan documents.**
8. **Wilson has completed the survey. Wilson is concerned that bids might be 20% higher than budgeted. Options include increasing our loan amount by \$500,000, applying for a grant, or scaling back on the project.**
9. Pat noted that well 3 does not work except by turning it on by hand. The question is whether we can get by doing it manually until it is replaced in the system overhaul, or if we need to call in a well repair guy to get an estimate on fixing it. **Sandra to call an electrician to troubleshoot.**
10. **Public Tour of water facility will be May 27 at 10am. Pictures to be taken by Rick Collar for our website.**
11. **Jill and Dave to sign forms for bond anticipation notes and loans on May 27, and Dave to take them to Island County for their signature that afternoon.**
12. Sandra – check on hydrant at 1704 Blakely. Is it functional? Why isn't it flushed?
13. Jill – fill out application for arreareages.
14. Brenda – hold the bills for a note from Dave about the project moving forward.