

Scatchet Head Water District

SCATCHET HEAD WATER DISTRICT (SHWD)
ISLAND COUNTY WASHINGTON

Minutes for January 24, 2024
3pm

MEETING PLACE

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

IN ATTENDANCE:

Commissioner Lipoti
Commissioner Mach
Commissioner Mullins

ABSENT:

None

ALSO PRESENT:

Jeffrey J. Olson

COMMUNITY MEMBERS IN ATTENDANCE

Linda Bailey

The meeting was called to order at 3:25 PM by Commissioner Lipoti.

Minutes

The purpose of this meeting is to obtain information about the purchase of King Water by NW Natural Water and to determine what the cost projections will be for the coming year so that we can put together a 5 year budget.

Jeffrey Olson reviewed the history behind the purchase of King Water and how NW Natural Water was a direct offshoot of the NW Natural Gas in Oregon. The water systems portion of NW Natural is a growing business, and he has become the Business and Compliance Manager. He has been reviewing the costs of providing services to various water systems in Island County and has found that under King Water, these services were not meeting their costs, so increases will be needed.

Jeffrey Olson reviewed the need for a base rate to provide after hours answering service and response. He reviewed the costs of maintaining certifications as operators, routine site visits in compliance with WA state regulations, and cost of maintaining equipment. Further, he has reviewed the costs of providing billing services and bookkeeping services. While Scatchet Head's current contract with King will be honored until it's renewal date of March 1, costs will be increasing after that date.

SHWD Commissioners requested a copy of the new contract they will be expected to sign, and Mr. Olson said that it was in the lawyer's hands and he did not have a copy, but

Meeting minutes

Scatchet Head Water District

he did provide insight into the increased costs for SHWD.

SHWD has been paying for a technician to check on our system 3x a week and perform various tests. This cost is in line with the expected costs and will probably not change. However, SHWD costs for both billing and bookkeeping will double from \$525/month for each to \$1153/month for billing and \$1050 for bookkeeping. Mr. Olson emphasized that the District is free to get our billing and bookkeeping services elsewhere.

The Commissioners raised the need to perform meter reading in mid-February and whether it would be less expensive to pay the \$3/meter charge that NW Natural Water is proposing or hire our own meter readers. Mr. Olson said that they are available to read the meters.

Discussion continued and touched on various subjects including the certifications that the operators were working on obtaining, the fact that SHWD had already purchased the tablet computer that made billing much easier and did not rely on paper as is done in other water systems, and the time for the current bookkeeper to learn the various systems and provide accurate financial information which is in line with the requirements of the Island County Treasurer.

The discussion was cordial and candid. The Commissioners expressed their satisfaction with Nathan Driscoll and the various technicians who had been coming to maintain the system. The Commissioners expressed their appreciation of the earnest effort by Courtney Erickson in learning the system.

No decisions were made at the meeting. It was information only. The Commissioners will gather information about outside bookkeeping services.

The meeting was adjourned at 4:30 PM.

Commissioner Mullins, Treasurer

Jani Mach

Commissioner Mach – V.P.

Jill Lipoti

Jill Lipoti - President