

SARATOGA WATER DISTRICT  
ISLAND COUNTY WASHINGTON  
Minutes for August 16, 2023 - Regular Meeting

MEETING PLACE

Baby Island Club, 3616 Saratoga Road, Langley WA

IN ATTENDANCE: Commissioners Keith Sorensen, Phil Prior and William Poss and Sandra Bodamer and Silas Olson of King Water/Northwest Natural Water.

Absent: none

ALSO PRESENT: none

Meeting called to order at 7:05 pm by Commissioner Sorensen.

Commissioner Prior motioned the July 2023 meeting minutes be approved as written. Commissioner Poss seconded the motion. (*Motion carried, unanimously approved and passed*).

Commissioner Poss motioned vouchers 53 through 57 and ETF 23-8 for the month of August 2023 in the total amount \$3,519.96 be approved. Commissioner Sorensen seconded the motion. (*Motion carried, unanimously approved and passed*).

Cash in the Operations Maintenance account as of July 31, 2023 was \$156,410.59. A balance of \$218,563.36 is being carried in the Reserve Fund. Both accounts are in the Island County Treasurer's Fund.

The balance due on water bills was \$1,312.12 which includes past due accounts of \$42.87. A review of the past due accounts receivable was made and a discussion will be held next meeting on the action to be taken to get the balances collected.

**Manager's report**

- Sandra reported monthly quantity use appears normal for the warm dry season and quality testing data within regulatory parameters except arsenic test data continues above MCL at 24ppb. Continued discussion of the arsenic treatment system repairs is described below.

**Old Business**

- Continued discussion of the arsenic treatment system review/repairs with Sandra and Silas. They indicated the replacement media has been delivered to the well site. A meeting with district engineer DCG/Watershed and King Staff is planned for Friday the 19<sup>th</sup> to discuss logistics for media and valve replacement.

Continued discussion about the installation of a Supervisory Control and Data Acquisition (SCADA) system that collects data from various sensors and then sends this data to a central computer which then manages and controls the data. Silas Olson agreed this could be very useful and suggested a couple of systems such as “Mission Communications” and “Sensiphone”. Costs to be investigated. Matter tabled.

Continued discussion about the use of hand held arsenic/mag/iron test units. Sandra noted King Water has a DR300 unit and suggested a DR900 might be useful to keep at the pump house. Matter tabled.

Continued discussion about the ATEC system operations manual and developing a set of Standard Operating Procedures (SOP) to have for staff reference at the pump house and with King Water. DCG/Watershed action item. Matter tabled.

Continued discussion about ordering of arsenic system spare parts (solenoids, spare mixer motor and dosing pump spare, sight tube). Sandra noted she has parts on order. Matter tabled.

- Commissioner Poss reported on July 22 he emailed a formal response to the WA Department of Health regarding the “*Notice to Correct Violation*” which included a copy of the completed Public Notice form that King Water mailed to all customers of SWD and a copy of a letter from the Board that was sent with the Public Notice form to all District customers further explaining the issue and status of repairs to the system. Commissioner Poss reported he has not seen any reply or acknowledgment of receipt of the email to DOH and will follow up with another email to DOH soon.
- Continued discussion about King Water ordering the replacement for the faulty well #3 pump meter with an 8 inch digital readout approved last month. Sandra noted she has parts on order. Matter tabled.
- Continued discussion of the Water Use Efficiency Report recently filed by King Water and the inaccuracy of well pumping data due to faulty well #3 pump meter (under reading). Sandra noted the Report can’t be revised after the well meter is replaced to be more accurate however the Report next year will include more accurate data from the new well pump meter.
- Continued discussion of the Cross Connection Survey. Sandra reported data collection is complete and will provide Commissioners a list of the customers who need backflow prevention devices. Matter tabled.
- Continued discussions of the Small Water System Management Plan (SWSMP) by DCG/Watershed including the action items noted in the referenced letter of

SWSMP review by WA DOE dated May 18, 2023 including apparently past due actions noted as follows:” *Chloride concentrations in April and August with coincident static water levels are to be submitted to Ecology by October 15 in accordance with both water right files. Static water levels in the wells must be monitored at least monthly*”. Sandra reported she will have staff begin to collect the data and prepare a submittal. Matter tabled.

- Continued discussions of the Small Water System Management Plan and the Short Lived Asset Component Inventory and Assessment table of action items in coming year. Matter tabled.
- Commissioner Poss reported his review of the DOH comment letter regarding the Small Water System Management Plan. He prepared a response to many of the questions raised and will send to each Commissioner for consideration prior to sending a reply to DCG/Watershed. Matter tabled.
- Continued discussion about setting up a District website. Commissioner Prior reported he is preparing a template. Matter tabled.
- Continued discussion about setting up credit card payment system. Sandra reported the system is ready to be used and a notice will be sent to all customers with the next billing. Sandra will have her staff send a sample letter for consideration. Matter tabled.
- Continued discussions to develop a customer email contact list. Sandra noted that King Water is collecting data from returned survey and can send an Excel spreadsheet with the info gathered to date. Matter tabled.
- Continued discussions about paving access apron onto Reservoir Road at Saratoga Roads. Sandra reported a problem getting her contractor to reply and will look for a new contractor. Matter tabled.
- Continued discussions regarding completion of the chlorine shed. Commissioners Sorensen and Prior noted need to review progress and details with DCG/Watershed, install power and insulation and venting. Matter tabled.

**New Business:**

- Silas Olson reported on the transition progress and the anticipated increase of staffing levels, digitizing data collection and improving communication.
- Silas also noted that new up to date, standardized contracts will be prepared for most of King Water customers by year end. He did not expect any substantive changes.

**Correspondence: none**

**Audience Participation:** None

Commissioner Sorensen motioned that the meeting be adjourned at 8:45. Commissioner Prior seconded the motion. (*Motion carried, unanimously approved and passed*)

Commissioner Sorensen, President \_\_\_\_\_

Commissioner Poss - Secretary \_\_\_\_\_

Commissioner Prior – Treasurer \_\_\_\_\_