

SARATOGA WATER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes for February 15, 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 of King Water.

Absent: none

ALSO PRESENT: none

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

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

Commissioner Poss motioned vouchers 10 through 15 and ETF 23-2 for the month of February 2023 in the total amount \$11,570.12 be approved as presented. Commissioner Prior seconded the motion. *(Motion carried, unanimously approved and passed).*

Cash in the Operations Maintenance account as of January 31, 2023 was \$267,661.68. A balance of \$117,283.41 is being carried in the Reserve Fund. Both accounts are in the Island County Treasurer's Fund.

The balance due on water bills was \$3664.08 which includes past due accounts of \$567.5. 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 of King Water did not provide water quantity and quality use data. Sandra noted that info will be forwarded.

Old Business

- Continued discussion arsenic treatment review by DCG Inc. A summary of actions and preliminary analysis was provided by DCG dated February 13, 2023. Preliminary testing completed and further analysis/review of King Water staff procedures to be completed at site meeting with DCG and King Water on Monday Feb 20, 2023. Matter tabled.
- Continued discussion of replacing the two non-functioning main line

Meeting minutes

valves at Reservoir Road near Saratoga Road. It was determined to complete as soon as possible given a shut down off the system for day will be necessary. Sandra will discuss with staff to determine a good date in near future and send a letter to all customers advising of the water shut off. Project to include a blow off valve to be installed for emergency water supply.

- Continued discussion of the Cross Connection Survey. Sandra provided a list of customer response status and will send a final follow up letter to non-responsive customers with estimated costs of backflow valve installation if necessary. Matter tabled.
- Continued of online payment of water bills. Prior reported King Water needs to have canceled check sent to the vendor and Commissioner Sorensen (treasurer) needs to contact vendor for account information. Matter tabled.
- Continued discussing the chlorine shed completion. DCG engineer to the alloy at the shed on Monday. Matter tabled.
- Discussed the approval last month of purchase of backup propane tank. Skagit Farmer Supply to provide a refurbished 500 gallon tank for \$3400 plus \$100 for installation. Sandra will call Skagit to initiate purchase. Matter tabled.
- Commissioner Prior reported progress on the new system maps by DCG Inc. is nearly complete and drifts will be provided soon. Matter tabled.
- Continued discussions on the draft Small Water System Management Plan (SWSMP) by DCG. Waiting for info regarding review of recently provided edits to Chapter 2, 3 and 4 edits. Matter tabled.
- Discussed repair of lock for pump house door. Commissioner Prior reported lock only needs to be tightened and he will take care of it Monday. Matter tabled.
- Discussed what emergency generator actually powers up during power outages. King Staff confirmed it powers up entire water system.

New Business:

- Commissioner Poss inquired about the current interest rates on Maintenance Fund and Reserve account given recent increases in interest rates overall. Per Commissioner Sorensen reported 0% on Maintenance Fund and a small amount on the reserve. Sandra noted higher rates may be available and will get info from the Treasurer and prepare a draft Resolution for next month to move a portion of the Maintenance Account to the Reserve fund. Matter tabled.

- Commissioner Poss inquired about setting up a District website. Discussion but no action at this time. Matter tabled.

Correspondence:

- Letter from Opportunity Council with a form to complete for potential utility bill support. No applications submitted yet so Board decided to wait until an actual application is received.
- Letter from County Auditor regarding election of Commissioner Position 2 (Sorensen) will be in 2023 and included info on Voter Pamphlet.
- Letter from customer 20108 requesting credit for overage due to leak that was repaired with plumbers receipt provided. One half of overage was \$108.67. Commissioner Sorensen motioned account 20108 be credited in the amount of \$108.67. Commissioner Poss seconded the motion. (***Motion carried, unanimously approved and passed***).

Audience Participation:

None

Commissioner Sorensen motioned that the meeting be adjourned at 8:05. Commissioner Prior seconded the motion. (***Motion carried, unanimously approved and passed***)

Commissioner Sorensen, President _____

Commissioner Poss - Secretary _____

Commissioner Prior – Treasurer _____