

SARATOGA WATER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes for May 17, 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: Justin Palfreyman and Silas Olson of NW Natural Water

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

Sandra introduced Justin (President) and Silas (regional Manager) as new owners of King Water as of May 1, 2023 and presented a letter describing the new arrangement. All King Water staff will be retained and Sandra will stay on as General Manager for at least 6 months to assist with transition to a new general manager.

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

Commissioner Poss motioned vouchers 31 through 36 and ETF 23-5 for the month of May 2023 in the total amount \$7,184.30 be approved. Commissioner Sorensen seconded the motion. ***(Motion carried, unanimously approved and passed).***

Cash in the Operations Maintenance account as of April 30, 2023 was \$277,440.71. A balance of \$117,785.12 is being carried in the Reserve Fund. Both accounts are in the Island County Treasurer's Fund.

The balance due on water bills was \$16,563.39 which includes past due accounts of \$590.93. 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 reported the annual flushing was completed and staff noted water appeared a bit murky likely due to filter not optimally functioning.
- Sandra noted monthly quantity use normal for the season and quality testing data within regulatory parameters except arsenic at 13 ppb. Continued discussion of the arsenic treatment review by DCG Inc. as described below.

Meeting minutes

Old Business

- Continued discussion arsenic treatment system review by DCG Inc. At last a Memorandum dated May 15, 2023 was provided by DCG. The findings and recommendations were reviewed in detail. Based on the info provided, Commissioner Poss motioned that the recommendations be adopted and implemented as soon as possible by King Water. Sandra will investigate whether a new filter media is available. Commissioner Prior seconded the motion. ***(Motion carried, unanimously approved and passed)***.
- Sandra reported the air compressor has been repaired by an electrician (Jerry Beck).
- Continued discussion of the Cross Connection Survey. Sandra still working to connect with to non-responsive customers. Commissioner Prior noted that the customers who are not responding need to be informed that without a reply a letter needs to be sent with a timeframe for water service interruption if not responsive. Matter tabled.
- Continued discussion of the backup propane tank. Skagit Farmer Supply has installed the tank and it needs to be scheduled for filling. Sandra will contact Skagit. Matter tabled.
- Continued discussions on the Small Water System Management Plan (SWSMP) by DCG. Per DCG the Plan has been sent to the DOH. Commissioner Poss reviewed the Plan in its entirety and provided a list of final corrections/edits to the Commissioners. Commissioner Poss suggested these be sent to DCG to be included when DOH has their likely comments/requested edits. Commissioners agreed. Poss will send edits to DCG. Matter tabled.
- Commissioner Poss suggested we review the Short Lived Asset Component Inventory and Assessment table for discussion of action items in coming year. Matter tabled.
- Continued discussion about setting up credit card payment system. Commissioner Prior reported staff at the software company was on maternity leave and follow up is still pending. Matter tabled.
- Continued discussion about the current interest rates on Operations/Maintenance Fund and Reserve accounts. Sandra reported additional info from Treasurer office is needed before she can draft a Resolution to transfer funds from Operations to the Reserve (interest paying) Account. Sandra to obtain and provide. Matter tabled.

Saratoga Water District

- Continued discussions about setting up a District website. Commissioner Prior reported he can register a domain name as a first step. Matter tabled.
- Continued discussions to develop a customer email contact list. Commissioner Prior noted he has a partial list from the Saratoga Beach Community Club HOA. King Water can include a request to members to participate in the next billing. Matter tabled.
- Sandra reported the Consumer Confidence Report for 2022 needs to be submitted before June 30 and will be provided by end of June for review. Commissioners asked that she make sure not to miss the deadline. Matter tabled.

New Business:

- Commissioner Sorensen reported he filed for the coming election for his position.
- Commissioner Prior reported the quarterly vegetation management by Far Trade will commence soon and noted alders leaning over the access road. He will contact Fair Trade for possible removal. Matter tabled.

Correspondence:

- None except the hand delivered letter from NW Natural Water/King Water as noted above.

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 _____

Meeting minutes