

SARATOGA WATER DISTRICT
ISLAND COUNTY WASHINGTON

Minutes for September 20, 2023 - Regular Meeting

MEETING PLACE

Baby Island Club, 3616 Saratoga Road, Langley WA

IN ATTENDANCE: Commissioners Keith Sorensen, Phil Prior and William Poss (remote) and Sandra Bodamer 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 August 2023 meeting minutes be approved as written. Commissioner Sorensen seconded the motion. *(Motion carried, unanimously approved and passed).*

Commissioner Sorensen motioned vouchers 58 through 64 and ETF 23-9 for the month of September 2023 in the total amount \$22,304.83 be approved. Commissioner Prior seconded the motion. *(Motion carried, unanimously approved and passed).*

Cash in the Operations Maintenance account as of August 31, 2023 was \$142,658.52. 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 \$8896.28 which includes past due accounts of \$946.66. 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 18ppb. Continued discussion of the arsenic treatment system repairs is described below.

Old Business

- Continued discussion of the arsenic treatment system review/repairs with Sandra. Sandra indicated the replacement media has been delivered to the well site however the new valves and manifolds are pending delivery. Per King/DCG it appears a bypass is available to allow for continued delivery from wells to reservoirs during repairs. Per Sandra her team is ready to commence on re-

pairs once all materials are delivered.

- Discussion of new contract from DCG/Watershed to “provide all the support, upgrades, and validation testing” for the arsenic treatment system repairs. Commissioner Poss motioned the contract dated 8-31-2023 for the estimated maximum amount of \$14,688 be approved as written. Commissioner Sorensen seconded the motion. ***(Motion carried, by vote of 2 affirmative Commissioner Prior abstention-motion approved and passed).***
- Commissioner Poss reported on his recent follow up with the WA Department of Health regarding the “*Notice to Correct Violation*”. Commissioner Poss reported he spoke on the phone with Aniela Sidorska regarding her receipt of the emailed formal SWD response to DOH sent on July 22, 2023. Apparently, an email address was incorrect so Poss resent the materials which she received and responded with an email indicating “*receipt of your email with the public notification and the update on the mitigation of the arsenic level exceedances*”. Additionally, she affirmed “*Clarification of the language in the notice to correct violation (2023-NCV-0066) from July 7, 2023. There were no recent directives issued for the arsenic exceedances other than the bilateral compliance agreement from 2006, reference number 2006-BCA-0131, which was complied with on 08/24/2011. I apologize for this mistake in our NCV. We appreciate your ongoing work with the consulting engineer and our staff, and your timely responses. We are looking forward to your successful mitigation of the arsenic levels.*”

Aniela also noted that “*As we discussed, you may include your ongoing public notifications with the regular billing cycle (within 30 days after the arsenic exceedance is confirmed for the quarter)*”. We can send the additional Public Notice with the October billing.

- 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. Previously Silas Olson agreed this could be very useful and suggested a couple of systems such as “Mission Communications” and “Sensiphone”. Commissioner Sorensen noted we may only need a system that tracks and records data. 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 would be useful to keep at the pump house to check system performance on a regular basis rather than her weekly check.

Commissioner Prior motioned King Water order a DR900 at estimated cost of

\$2500. Commissioner Sorensen seconded the motion. (**Motion carried, unanimously approved and passed**).

- 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 having an electrician reprogram the ATEC control panel. Sandra reported Nate was planning to contact Jerry Beck and CO. 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.
- 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 back order. Matter tabled.
- 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. Commissioner Poss reported he submitted a response from the district regarding a number of items to DCG/Watershed for incorporation into a reply to DOH. Balance of response items to be addressed by DCG and King. Commissioners would prefer to wrap up matter by years end. 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.
- Continued discussion about setting up a District website. Commissioner Prior reported he has prepared a template and registered a domain name. Matter tabled.
- Continued discussion about setting up credit card payment system. Sandra reported the system is nearly ready to be used however Island County Treasurer requires a formal Resolution to be made by the Board that includes the name of the vendor and notes lump sum payments to Island County Treasurer. Sandra presented a Resolution for consideration. Commissioner Sorensen motioned that Resolution 23-1A be approved as presented. Commissioner Prior seconded

the motion. (**Motion carried, unanimously approved and passed**).

Sandra noted a notice will be sent to all customers with the next billing indicating how to sign up for online bill pay.

- 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 and the cross cut on Bells Beach Road. 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.
- Continued discussions regarding rust on pump house pipes. Commissioner Poss contacted staff at Snohomish PUD who recommended a company named Enecon that has a wide variety of products that are good on metal-the product is Eneseal RC a rust converter. He also put us in contact with a contractor-Fluid Tek a division of Johnson Barrow Inc. who sent a Project Proposal dated 9-11-2023. Commissioners expressed concern with a bid based only on a few photos. Sandra noted she has another client who has a large rust problem that is looking for a contractor to address the rust on a reservoir. It was agreed to ask the contractor to come take a look at our pipes in person and perhaps he can coordinate that with Sandra's other water district. Commissioner Poss will follow up with Fluid Tek advising as described above. Matter tabled.
- Continued discussion of fencing the backwash pond. Commissioner Sorensen will contact McBride fencing for an estimate. Matter tabled.
- Continued discussion of tagging each fire hydrant and valve. Commissioner Prior noted an example of a reflective tag that can be bolted to each hydrant. Commissioner Prior to send info from the website. Matter tabled.
- Continued discussion of fire department access to both gates. Commissioner Prior will contact SW Fire to set up Knox boxes. Matter tabled.
- Continued discussion of fire hydrant clearing and painting. Commissioner Prior reported he wants to find a paint that will be reflective and durable enamel to minimize moss growth and plans to clear and paint hydrants by year end. Matter tabled.

New Business:

- Commissioner Prior noted need for maintenance of pump house roof gutters and will contact Fair Trade for cost estimate for gutter cleaning. Matter tabled.
- Commissioner Poss inquired with Sandra if all hydrants are exercised every year to ensure all hydrants are functional when needed. She said not all are exercised but can add that work to the annual flushing program.
- Commissioner Poss inquired about placing hazardous material information placards at well house. Sandra said she will order them for the pumphouse. Matter tabled.
- Discussion of rate structure and whether a rate increase is needed to maintain and grow Reserves given the large repair and maintenance projects recently and anticipated projects in the future as noted in the Small Water System Management Plan. A special meeting or notice to all members will be considered. Matter tabled.

Correspondence:

Letter from WA Auditor office regarding billing rates for 2024.

Audience Participation: None

Commissioner Sorensen motioned that the meeting be adjourned at 8:50. Commissioner Prior seconded the motion. (*Motion carried, unanimously approved and passed*)

Commissioner Sorensen, President _____

Commissioner Poss - Secretary _____

Commissioner Prior – Treasurer _____