SARATOGA WATER DISTRICT

ISLAND COUNTY WASHINGTON

Minutes for October 16, 2024 - Regular Meeting

MEETING PLACE

Baby Island Club, 3616 Saratoga Road, Langley WA

IN ATTENDANCE: Commissioners Phil Prior, William Poss (via conf. call) and Keith Sorensen.

Absent: none

ALSO PRESENT: none

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

Commissioner Prior motioned the September 2024 meeting minutes be approved as written. Commissioner Sorensen the motion. ***(Motion carried, unanimously approved and passed).***

Commissioner Poss motioned vouchers 66 through 70 and ETF 24-09 for the month of August 2024 in the total amount $7752.06 be approved. Commissioner Prior seconded the motion. ***(Motion carried, unanimously approved and passed)***.

Cash in the Operations Maintenance account as of September 30, 2024 was reported as $134,539.20. A reported total balance of $212,193.49 as of September 30, 2024 is being carried in the Reserve Funds. Both accounts are in the Island County Treasurer’s Fund.

The balance due on water bills was $1055.64 and past due account of ($588.54). A review of the past due accounts receivable was made and a discussion will be held next meeting on action to be taken to get the balances collected.

**Manager’s report**

**King/NW Natural:** 2 48-hour notices etc. were noted and Accounts Receivable provided.

**Old Business-Operations**

* King/NNW was asked to provide comment regarding arsenic test results from late July to Aug 16 ranging from 6 to 18 to 11 to 3.8 ppb. Test results in September at 13.6 and 8.9 ppm. Board asked forcomment on discussions with Facet regarding the variability and plan to establish consistent results below MCL to get system back into full compliance with DOH*”*. No response from NWN.
* DOH Notice of Violation due to be sent to all members before 10-31. Commissioner Poss reported contact with NWN who will prepare the DOH form and Board will send an accompanying letter with the billing at end of October*.*
* Continued discussion of the Pressure Reduction Valve service schedule for PRV on Center Street. King/NW Natural comment: “*I will have the prv service on the scheduled by the end of October*”. Matter tabled.
* Continued discussion of panel modifications and a Supervisory Control and Data Acquisition (SCADA) system options. King/NNW provided comment as follows: “*I am meeting with DCG next Friday to discuss the plan for arsenic treatment. I have also talked to Robert and he is in contact with Jerry Beck Co. to get an estimate for ATEC control panel work*”. Matter Tabled.
* Continued discussion of ordering of arsenic system spare parts (solenoids, spare mixer motor and dosing pump spare, sight tube). King/NW response: “*I have the dosing pump and static mixer on order. I have also talked with the ATEC representative about spare parts for the filters and should have an answer next week*”. Matter tabled.
* Continued discussion of the paving apron at Reservoir and Saratoga Road. King/NW Response: “*Dom with Ananiah will be completing the apron before the end of October*”. Commissioner Poss reported on his conversations with Fred Frei who owns the easement the road is partially on. He indicated no objection to paving but noted he will someday be logging on his property and using the road. Commissioner Poss will contact NWN and ask for project to be on hold until we get a formal bid to consider. Matter tabled.
* Continued discussion of reservoir cleaning**-**it will be 3 years in November since last cleaning-please put on the schedule. King/NW Response: “*I will get an estimate together asap for the res. Cleaning, we should be able to get the reservoir's cleaned in November*”. Commissioner Poss will contact NWN and ask for the bid asap as we need to approve and get done asap. Matter tabled.

**Old Business- Administration**

* Continued discussion of the Cross Connection Survey. Commissioner Poss reported on the draft letter (new survey) from JJ Olson to consider whether to start process anew instead of using Sandra’s survey data (as Commissioner Poss discussed with JJ Olsen on Sep 20). Board to review the CCC program as described in our SWSMP and Sandra’s data before deciding how to move forward. Matter tabled.
* Continued discussion regardingreimbursement for well left on/overflow of reservoirs on 4-18 pending PSE billing for the period to compare to last year power usage at same period. Commissioner Poss reported on the proposal from JJ Olson to use PSE data (and his offer of $50 credit) while doing more research on potential impact on the treatment system. Commissioner Prior suggested using estimated water use and base the cost on amount of water lost on our service fee schedule. Commissioner Poss will follow up with JJ in that regard. Matter Tabled.

Old Business Commissioner update

* Continued discussion of secondary humidifier repair. Commissioner Prior reported the new humidifier is installed and operational. However the smaller unit is now not working and has error code. Commissioner Prior to investigate. Matter tabled.
* Continued discussion of Lead Service Line Inventory. Commissioner Poss reported completion and submitted and received by DOH. Matter tabled.
* Continued discussion of disposition and storage of extra treatment media. Commissioner Sorensen reported his investigation of storage barrels shipping costs very high and will research storage bins with wheels and locking lids. Matter tabled.
* Continued discussion of setting up online bill payment system with the recommended company (Intuity) provided by King/NWN. Commissioner Prior has no new info to report. Matter tabled.
* Continued discussion of update on completion of chlorine shed. Commissioner Prior noted additional work needed for insulation, eye wash drain will be worked on next week. Matter tabled.
* Continued discussion of tagging fire hydrants. Commissioner Prior in process of ordering and installing more. Matter tabled.
* Continued discussion pump house gutter guard. Commissioner Prior will measure and order. Matter tabled.
* Continued discussion of reservoir markings this spring/summer. Commissioner Prior reported he ordered stencils and can do once exterior of reservoirs cleaned. Matter tabled.
* Discussion of Fair Trade clean up fallen tree debris and autumn site cleaning and bid on hazard tree removal around reservoirs and leaning alder near pump house. Commissioner Prior reported he will be coming soon to do the site work and will ask gain for a bid on the tree work. Matter tabled.
* Discussion of Generator service by D-Square on June 24. Panel and cover replaced. Need to get a roof gutter installed to protect panel. Commissioner Prior suggested he can do the work rather than hiring it out and will measure and order materials. Matter tabled.

New Business

* Commissioner Prior requested debris around well house be removed-list of items will be sent to NWN for a request for clean-up. Matter tabled
* Discussion of propane tanks status whether full for fall/winter. Commissioner Prior will check and call Skagit to fill if needed. Matter tabled
* Correspondence: Discussion of contract proposal from NWN for 2025 received by email 10-03. Commissioners will review and prepare suggested edits for review. Matter tabled.

**Audience Participation:** None

Commissioner Sorensen motioned that the meeting be adjourned at 8:55. Commissioner Poss seconded the motion. (***Motion carried, unanimously approved and passed)***

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

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

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