

SARATOGA WATER DISTRICT
ISLAND COUNTY WASHINGTON

Minutes for December 17, 2025 - Regular Meeting

MEETING PLACE

Baby Island Club, 3616 Saratoga Road, Langley WA

IN ATTENDANCE: Commissioners Keith Sorensen, Phil Prior and William Poss
(Met at Commissioner Sorensen's house due to island-wide power outage)

Absent: none

ALSO PRESENT: none

Meeting called to order at 7:09 pm by Commissioner Sorensen.

Commissioner Sorensen motioned that the November 2025 meeting minutes be approved as written. Commissioner Poss seconded the motion. (*Motion carried, unanimously approved and passed*).

Commissioner Poss motioned November vouchers 148-154 and ETF 25-12 for the month of December 2025 in the total amount \$7459.54 be approved. Commissioner Sorensen seconded the motion. (*Motion carried, unanimously approved and passed*).

Cash in the Operations Maintenance account as of November 30, 2025 was reported as \$106,521.83. Reserve Funds, including the reserve CD as of November, 2025 was reported as \$219,213.18. All accounts are managed by the Island County Treasurer.

An Accounts Receivable Report was not provided, therefore unable to determine the balance due on water bills and past due amounts. Commissioner Poss will ask NWNWS for updated Accounts Receivable Report. No action on late accounts was made.

Old Business-Operations

- **King/NWNWS asked to comment on** arsenic treatment system. Per Joanne Skaar: "*The arsenic treatment system is working as designed and we have not received any notices from DOH about level exceedances*". It was noted that test results have been well below the MCL. Matter tabled.
- **King/NWNWS asked about the** replacement of two frozen valves on McKay Road:

1. The board made no decision at this time but would like the bid to be reflective

Meeting minutes

of the one valve set we already paid for as shown on last item in the June invoice from Northwest Natural (see the Ferguson gaskets flange set wedge restraint and gate valve for \$2669.34) No comment from NWNWS.

2. Can you confirm the two valves that are frozen are the two 6 inch gate valves as shown on the attached JPG of sheet C04 (circled in pencil)? Per Joanne Skaar: *“There was no JPEG attached to this email. When we are back in the office after the windstorm clean-up we will send a copy of the map section with the two valves circled”*. No response from NWNWS so Matter tabled.
- **King/NWNWS was asked to comment** on the black streaks on the reservoirs as shown in attached photo. Per Joanne Skaar: *“The black streaks are mold due to a lack of sunlight, a high moisture content in the air and the deluge of rain we are receiving this year. If you would like us to clean the outside of the reservoirs we are happy to do so when the weather is a bit warmer in the spring.* Matter tabled.
- **King/NWNWS was asked to comment** regarding the ATEC tank #3 that required 10 inches of media: can you tell us the ATEC tank that needed extra media (#3). Where is tank #3 in relation to the mixing tank? Per Joanne Skaar: *“Tank #3 is the 3rd in line after the contact tank”*.
- **King/NWNWS asked to comment on** the schedule for replacing the meter at 3770 Bells Beach Rd. account number 20172? Per Joanne Skaar: *“Please let us know when you would like the replacement to take place”*. However, Commissioner Prior reported the customer reported the meter already installed. Commissioner Poss will inquire. Matter tabled.

Old Business Commissioner update:

- Commissioner discussion of a possible Supervisory Control and Data Acquisition (SCADA) system. Discussed email from Robert Benion of FACET. Decision made to put on project hold until next year. Matter tabled.
- Commissioner Sorensen agreed to purchase a small dehumidifier (similar to one acquired for pump house from Amazon) and a hose nozzle for chlorine shed as approved last month. Matter tabled.
- Continued discussion of Fair-Trade bid on the tree work to remove leaning alder over well house/electrical transformer box. Commissioner Prior reported the Fair-Trade bid at \$2475 is too high. Commissioner Sorensen received bid from Cato Co for removal of the one alder tree and 3 others potentially hazardous trees and limbing one for \$4000.

Commissioner Poss motioned the proposal from Cato Co. in the total amount

\$4000 be approved. Commissioner Sorensen seconded the motion. (*Motion carried, unanimously approved and passed*).

- Continued discussion of inspection and testing of fire hydrants. Commissioner Prior found a company (Combs Testing Service) that specializes in hydrant testing, inspection and maintenance work and provided a proposal for \$7400. Commissioner Poss reported NWNWS indicated they can do the inspection and testing in a proposal for \$1914. Commissioner Poss motioned the proposal from NWNWS in the amount \$1914 be approved. Commissioner Sorensen seconded the motion. (*Motion carried, unanimously approved and passed*).
- Commissioner Poss reported from the Whidbey Island Water Systems Association is considering commenting on the new requirements for Franchise holders that would include methods of demonstrating leakage preventions and monitoring. Commissioner Poss will continue to review the matter and will advise the board if action needed or if comment to the County is recommended. Matter tabled.
- Commissioner Prior reported no new information from the owners of the boat-house who may want a water meter/service and believe they paid the connection fee in 1991 but never had a meter installed. Matter tabled.

New Business

- Commissioner Sorensen noted an inquiry from the estate of an account-the trustee inquired about whether to shut off water until property sold or keep paying the bills. Commissioner Sorensen to advise that likely best to pay the bill as a shut off will result in much higher fees to re-initiate service.
- Discussion of recent home construction on Morning Glory Lane and whether a hook up fee paid and meter installed. Commissioner Poss said he reached out to the owner and advised it is typically 6-8 weeks to get a meter installed after the payment is received. Owner advised to reach out for the cost estimate. Matter tabled.
- Commissioner Poss reported the propane tanks are at 75-80%.

Correspondence

Annual signature forms from the Auditor and Treasurer were signed and Commissioner Poss will drop off at each office on Friday.

Audience Participation: None

Commissioner Sorensen motioned that the meeting be adjourned at 8:08. Commissioner Poss seconded the motion. (*Motion carried, unanimously approved and passed*)

Commissioner Sorensen, President

Kathy Sorensen

Commissioner Poss - Secretary

Bill Poss

Commissioner Prior - Treasurer

Cheryl Prior