

SARATOGA WATER DISTRICT
ISLAND COUNTY WASHINGTON

Minutes for May 20, 2026 - Regular Meeting

MEETING PLACE

Baby Island Club, 3616 Saratoga Road, Langley WA

IN ATTENDANCE: Commissioners Keith Sorensen, Phil Prior and William Poss

Absent: none

ALSO PRESENT: William Ware

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

Commissioner Prior motioned that the April 2026 meeting minutes be approved as written. Commissioner Sorensen seconded the motion. (***Motion carried, unanimously approved and passed***).

Commissioner Sorensen motioned vouchers 19-25 and ETF 26-05 for the month of May 2026 in the total amount \$14,818.96.96 be approved. Commissioner Poss seconded the motion. (***Motion carried, unanimously approved and passed***).

Cash in the Operations Maintenance account as of April 30, 2026 was reported as \$139,792.52. Reserve Funds, including the reserve CD was reported as \$222,371.25. All accounts are managed by the Island County Treasurer.

An Accounts Receivable Report was not provided as we are early in the billing cycle.

Old Business-Operations

- **Per King/NWNWS-regarding the flushing on May 12 -13.** Per Joanne Skaar: *"The water cleared nicely. But there is a bit of an issue regarding Saratoga & Passage View hydrant flushing. The water runs down the road to 3748 Morning Glory Lane and into the culvert- (potential water intrusion) the water has nowhere to go other than 3779 Morning Glory Lane's garage or property. We are suggesting you contact Island County to address the situation before it becomes a problem for the homeowner – I believe it is Mr. Poss's residence. We did not flush this section of the community."* Commissioner Poss confirmed the issue impacted his neighbor at 3784 Morning Glory wherein the house backs up to Saratoga Road and a cross culvert discharges onto his property. Future flushing will need to address this condition and avoid sending water into the road ditch near the cross culvert.
- **King/NWNWS regarding the reservoir stenciling, air vents and tank gauges**
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replacement. Per Joanne Skaar: *"The stenciling still needs to be completed. Reservoir #1 tank gauge needs to be installed"*. Matter tabled.

- **King/NWNWS comment on Sanitary Survey schedule** Per Joanne Skaar *"2nd email to DOH on 5.14.2026 asking if May 20th is a good for the survey and if not to please give us a date that works for her schedule"*. Board will coordinate schedule. Matter tabled.
- **King/NWNWS report hydrant 28 repairs or servicing the increase pressure and flow rates.** Per Joanne Skaar *"This hydrant is on the gravity side, not on the pressure side. This is not a problem hydrant it is in direct proximity of the pump house"*. Board will ask for clarification. Matter Tabled.

Old Business Commissioner update:

- Commissioner Prior continuing to research an attorney to inform on the lien filing process. Matter tabled.
- Commissioner Sorensen reported he installed the new dehumidifier in the chemical shed but the floor is still wet. Commissioner Poss reported he discussed the wet floor with Joshua (service tech) and will follow up.
- The booster pump house humidifier is in error code and will need attention as well. Matter tabled.
- Commissioner discussion of a possible Supervisory Control and Data Acquisition (SCADA) system. NWNWS reported two managed system use a SCAD. Commissioner Sorensen will research. Matter tabled.
- Discussion of post office box replacement with a physical mailbox on Saratoga Road. Commissioner Prior reported he has installed the new mailbox near Reservoir Road. Forwarding of mail will need to be requested of the Post Office. Matter tabled.
- Discussion of need for new generator service contractor as D Square not available. Commissioner Poss contacted J Beck and was advised initial service at about \$1000 and about \$600 the next year after. Commissioner Sorensen motioned to engage J Beck Co. for annual generator service be approved. Commissioner Poss seconded the motion. *(Motion carried, unanimously approved and passed)*.
- Discussion of costs for meter install for new account (Page on Morning Glory). Policy of the District is the customer provide a \$2000 deposit and will be billed for overages or refunded for install if less than \$2000 with a minimum of \$1000. Said

deposit was paid. We understand meter install is billed as time and materials. Commissioners Poss to follow up with NWNWS to determine actual costs. Matter tabled.

• **New Business**

- Discussion of new billing software as proposed by NWNWS. System was forwarded to Island County Treasurer for consideration and we were advised: *"No this is not acceptable, I have attached a list of the procedures. NW Water does not have the authority to give out the banking information-this is a County Bank account and there are procedures that need to be followed"*. Info was forwarded back to NWNWS. Matter tabled.

- Discussion of email from Larry Compton representing the Saratoga Boat House. They are inquiring what will be required to re-instate water service to the boat house (3695 Gull Place) as he described service was once provided before the district was formed. A copy of a receipt for payment of LID amount of \$2879 was provided indicating the intent to join the district. Larry to have existing line located and reported he met with Joshua to discuss. A coat estimate has not been provided to date.

Commissioners discussed the hookup fees applicable for this situation. Commissioner Sorensen motioned the record of previous fee paid in 1991 of \$2879 provided is acceptable and the only fee to be collected will be all the costs of meter installation. Commissioner Prior seconded the motion. Commissioner Poss noted a LFC and GFC are typically required for new service connections. ***Motion carried 2:1 Commissioner Poss voting no, motion approved and passed.***

- Discussed pump house heater and PSE billing very high. Commissioner Sorensen reported the thermostat appears stuck/broken on the high setting. Commissioners Poss contacted J Beck and reported he recommended repair and relocate the heater to the other room as not helpful for the electrical panel to be in same room. Estimated cost of \$1900-3000. Commissioners will explore other options. Matter tabled.
- Discussion of extra media siting outside the well house. Commissioners will inquire with NWNWS to see if any other system is in need and we will be willing to sell a portion.

Correspondence

- Discussed recent email forward from Joanne Skaar regarding DOH request for updated WFI form. Form reviewed and only correction is the volume of Meeting minutes

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stored water should be 300,000 gallons not 150,000. Commissioner Poss will fill out and send in. Matter tabled.

Audience Participation: none

Commissioner Sorensen motioned that the meeting be adjourned at 8:40. Commissioner Poss seconded the motion. (*Motion carried, unanimously approved and passed*)

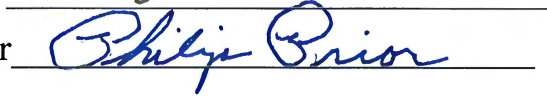
Commissioner Sorensen, President



Commissioner Poss - Secretary



Commissioner Prior – Treasurer



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