

**Holmes Harbor Water Company, Inc. (HHWC)**  
**Minutes of the Board of Directors Meeting**  
**Saturday, July 17, 2021**

**Open the HHWC Meeting:**

- Holmes Harbor Water Company President Nancy Sharp called the meeting to order at 11:11 am on July 17, 2021.
- This meeting was conducted via a Zoom meeting due to COVID restrictions.
- This meeting was not recorded.

**Roll Call:**

HHWC Board members in attendance:

- Nancy Sharp, President
- Cyndy King, Vice President
- Lydia Sikes, Secretary
- Sharon Dunn
- Rick Waclawik

Excused absences:

- David Paull, Treasurer

Holmes Harbor Residents in attendance:

- None

**Review Agenda:**

- The July 17th agenda was reviewed and accepted as presented.

**Approval of the June 19th HHWC Meeting Minutes:**

- The June 19th HHWC Meeting Minutes were approved unanimously.

**Treasurer's Report:** Nancy Sharp

- The July 19th Treasurer's report was previously emailed to the Board members by David Paull, Treasurer.
- There were no questions or discrepancies noted.
- Treasurer's Report was unanimously approved along with payment of invoices.

**CONSIDERATION OF OPEN ISSUES**

**Repiping Report** - Nancy Sharp

Update on remaining work and funds status

- Monday C Johnson is coming to fix the incorrect valves on the arsenic treatment system.
- Nancy thinks most of the punch list is completed.
- C Johnson sent an invoice for \$22k to DCG in April but Nancy did not see it until last week.

- \$600 remaining for the C Johnson contract, but don't know if a final invoice is coming.
- With the submission of the current funds request to USDA, including the C Johnson invoice, and King Water Company (KWC) charges for both validation tests, our contingency balance will be about \$10,500.
- We expect about \$4400 for wetland mitigation this Fall.
- Seem to be right on track, leaving about \$6,000 in the USDA project as projected.
- The CLOW Valve Company rep inspected 3 hydrants and found them all in working order. They replaced two gaskets that had been damaged by over tightening. King Water has been advised not to over tighten the nuts and to use a hydrant wrench, not a pipe wrench

### **Wetland Restoration – Nancy Sharp**

- Shelterbelt was out July 9th for their second visit. Wetland is looking good.
- There will be a monitoring visit August 25th by Marine Surveys & Assessments (MSA).
- Shelterbelt will come out again just before the MSA August visit.

### **Cross Connection Survey – David Paull (absent)**

- Nancy said that there had been no word from Sandra at KWC on scheduling any visits.

## **Consideration of New Business**

### **Election of Officers – Nancy Sharp**

Slate of Officers:

- Nancy Sharp, President
- Cyndy King, Vice President
- David Paull, Treasurer
- Lydia Sikes, Corporate Secretary

Motioned, seconded and unanimously approved.

### **Member Comment**

- Nancy asked if we could take turns checking on the pump house, as she and Cyndy have been doing it a lot. Nancy & Cindy are willing to show everyone what to look for. Agreed to meet at the pump house this afternoon at 4pm. Nancy will send access codes to all. Need to clean tanks and floor after problem with having the wrong valves on the arsenic system, which is being corrected by C Johnson on Monday. There was a question about who will pay for the clean up.
- Cyndy - do we have the results of the latest validation testing.?
- Nancy - Well #1 tested at .006mg/L, significantly less than the previous .017mg/L. With Well #2 at about .003 mg/L, the DCG engineer estimates that the reservoir will contain

a mix at about .045mg/L. The EPA has, for some time, been considering reducing the maximum allowable level to .05mg/L, so this mix would be barely under that standard. Well #1 levels could be reduced by tweaking the chemicals. The board decided to monitor the arsenic test results over the next year or so to determine if adjustment is warranted.

- Cyndy noted that she needed to obtain the Water Availability Verification Form on the Hefflinger property.

### **Adjourn Meeting**

- The meeting was adjourned by Nancy Sharp at 11:35 am.

Next Board Meeting: August 21, 2021

Meeting minutes were taken and have been written by Lydia Sikes, Secretary of the HHWC Board