

**HOLMES HARBOR WATER COMPANY, INC**  
**Minutes of monthly meeting: HHWC board of trustees**  
[May 18, 2020]

**Location of meeting:**

Holmes Harbor Estates Beach Parking Lot  
Greenbank, WA 98253

**Present at meeting:** Nancy Sharp, Cyndy King, David Paull, Sharon Dunn, Carolyn Cliff, Sarge Lester.

**Absent from meeting:** Rick Waclawik's absence was excused.

The regular meeting of the HHWC board of trustees was called to order at 11:05 by Nancy Sharp.

**Review Agenda:** Agenda was reviewed and approved.

**Approval of meeting minutes:** March 20, and April 18 meeting notes ( both sessions were held via email due to Covid-19 ) were accepted, and will be included in the secretary's minutes book.

**Old Business:**

Treasurer's Report: David presented the treasurer's report and reviewed bills to pay. It was noted that the pump house electricity usage is up slightly, 10% from last year, partially due to the increase of full time residents in the community.

MOTION: To approve treasurers report and pay bills. Motion was approved unanimously.

Re-piping Project Update: Nancy reviewed current status of re-piping project and noted that there are two fire hydrants that require operational maintenance work. C. Johnson was notified and they will have the supplier inspect the equipment next week. This will most likely be a warranty service repair.

HHWC received a draft "As Built" set of plans showing finished re-piping project from Davido Eng. (DCG). Cyndy has begun making corrections to the as built drawings but will return them to the Engineers office for them to make corrections and revisions.

811 Call before you dig: Cyndy has been completing enrollment forms for the "Call before you dig" notification service. They also require a "Shape Map" detailing the boundaries and service supply locations for our community. Cyndy noted that we may be able to create our own Shape Map once we receive the completed corrected as built drawings from Davido Eng.

**New Business:**

David pointed out that our income for this month is low at \$3,000. while it is usually around \$8,000. Board discussed raising the right to connect from \$12,500. up to \$15,000.

MOTION: To raise the right to connect fee to \$15,000 as of July 1.

Motion approved unanimously.

Review of Leak forgiveness policy: Nancy will check with Jane Seymour (820 Nettle Road) to verify if she is planning on submitting a request for forgiveness invoice for water loss on her property.

**Member Comment:**

David suggested that landlords of rental homes should have the renters make the base rate payments so that they would be aware of any dramatic changes in water consumption.

**Meeting adjourned:** Meeting was adjourned by Nancy at 12:05 PM.

**Next Meeting:** Next meeting scheduled for June 20, 2020 at 10:00 AM. Location notification by email.

**Minutes submitted by:** Sarge Lester

