

HOLMES HARBOR WATER COMPANY, INC
Minutes of monthly meeting: HHWC board of trustees
August 15, 2020

Location of meeting:

Remote meeting with ZOOM, due to Wa. State COVID regulations.

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

Absent from meeting: None

The regular meeting of the HHWC board of trustees was called to order at 9:42 by Nancy Sharp.

Review Agenda: Agenda was reviewed.

Approval of July, 18, 2020 meeting minutes: Minutes were approved unanimously.

Old Business:

Treasurer's Report: David reviewed the treasurers report. Amount of \$3,929.25 is due to Davido Engenieering (DCG) for design work. David discussed our public water system annual fee billing. David reviewed hydrant maintenance costs for wrench & grease that should be on site for maintenance and periodic testing.

MOTION: To approve treasurer's report and pay bills.

Motion was approved unanimously.

ERWOW Visit; David and Nancy met with Joe Barbee, ERWOW Circuit Rider; Ron Bodamer, KWC Operations Mgr. for hydrant workshop meeting. They reviewed proper operation of hydrants for flushing, testing and maintaining hydrants using hydrant at Red Bark and Keesling for demo. David has a checklist form for process to maintain hydrants, greasing threads, check pressure etc. Meeting ended with Ron will supply hydrant numbers, and Joe will return to assist with servicing the rest of hydrants.

Repiping Project Update: Pump Manifold Repair: Cyndy- On August 5th, Rogue River Systems (Andrew) and Cascade Pumps (Brian) worked on the manifolds for many hours, removing each pump and it's flange to clean the threads and replace the gaskets. This was covered under he warranty and did not involve shutting off the water. Cyndy checked on the pumps the next day, and noticed that pump #5 is still leaking at the flange. Cyndy will follow up with Andrew.

Wetlands Restoration Update; Nancy- Jeff Ninnemann and Noah Booker/Shelterbelt will coordinate so that Noah's crew does a final clean-up of the designated wetland area

immediately prior to Jeff's monitoring visit in the fall. Shelterbelt's contract guarantees 100% of survival of new plant material in year1; they have already mentioned replacing or reseeding some native grasses if required. HHWC is responsible for watering the area to ensure that plants survive until the monitoring visit. Ninnemann and Booker have recommended 1 inch of water over the entire area every 10 days starting in August, however, they both also said that most plants will survive without as much water. Larry Graham has offered his 300-gallon water tank for this purpose. Board needs volunteers to start watering immediately and probably lasting through mid October.

New Business: No new business.

Member Comment: David- During our recent power outage, David noticed that our backup power generator had not kicked on. He discovered that the battery charger switch at electrical panel was in the off position. David turned the battery charger switch back on, and also manually recharged the generator battery with his own charger. Cyndy suggested David instruct two board members on how to maintain the generator.

Meeting adjourned: 10:36 AM.

Next Meeting September 19, 2020 via ZOOM.

Minutes submitted by: Sarge Lester