

HOLMES HARBOR WATER CO., INC.
BOARD OF TRUSTEES MEETING
20 FEBRUARY 2021

The regularly scheduled Board Meeting of the Holmes Harbor Water Co., Inc., was called to order via Zoom at 10:14 a.m. by President Nancy Sharp.

In attendance: Nancy Sharp, Cynthia (Cyndy) King, David Paull, Rick Waclawik, and Sharon Dunn. Community member Lydia Sikes was welcomed and her interest in joining the HHWC Board was acknowledged.

Prior to following the agenda a question was asked about the existence of a community roster; a brief discussion about privacy issues was held.

The agenda was reviewed and accepted.

The Minutes of our January 16 Meeting were approved as submitted.

TREASURER'S REPORT: Treasurer David Paull asked for questions about the report emailed to all board members (attached). Discussion took place about the checkbook balance, reliance on the bank statement, etc. David was thanked by the board for his diligence. A motion was made/seconded and passed to approve the report and pay the outstanding bills.

OLD BUSINESS

REPIPING REPORT: The lining of the reservoir tank was repaired this past week. There may still be some "pin holes" and a check will be done this summer; there is a plan if further repair is determined to be needed. The tank has been refilled. A leak developed between the well and the building which will be repaired by C. Johnson. Most of the components for the arsenic treatment system are in place and may be operational by the end of next week. We have been able to accomplish more than our original plan, to the benefit of the community, and there are still some grant funds left in the account. The board will create a final work list for C. Johnson by the end of next week. The board is encouraged to visit the upper well house site. We still have \$20K left to cover 2020/2021 monitoring and maintenance at the wetland restoration site. We are obligated for three more years of monitoring and maintenance at our expense of approximately \$5K per year. There was discussion of including the three upcoming new water connections (Falkenberry, Hefflinger, Johnston and Hytte) on the final work list. The board is also aware there is a need for administrative maintenance as the USDA project is finalized.

WETLAND RESTORATION: Nancy will be asking her gardener to work on invasive weeds at the site. ShelterBelt will be monitoring later in the year. It has been observed that deer are eating the new plants.

NEW BUSINESS

APPOINTMENT of a New Trustee: Community member Lydia Sikes has expressed

interest in joining the HHWC Board. It was moved/seconded and voted unanimously to appoint Lydia Sikes to the Board. Lydia will have the opportunity to be formally elected to the Board when our Annual Membership Meeting can be safely held per COVID-19 protocols. Lydia requested a map to aid in learning the community and a plan was made for orientation, to include a board notebook.

SAVINGS ACCOUNT for Short-Lived Asset Reserve: This separate account, necessary as a requirement of our USDA project , needs to be set up at Whidbey Bank, division of Heritage Bank. Following a short discussion a motion was made and seconded to set this account up with signers Nancy Sharp, Sharon Dunn and Cynthia King. The motion passed unanimously.

HYDRANT SERVICES: David will ask community member Mike Etzell to inspect and clear the vegetation around the hydrants.

MEMBER COMMENT; Following a brief discussion about board notebooks, Nancy and Sharon will review and update. Lydia was welcomed to the Board. There will be a meeting at the upper well house at 11:30 today to review the recent work. All are invited.

Respectfully submitted
Sharon Dunn, Corporate Secretary

Approved March 20, 2021