

HOLMES HARBOR WATER COMPANY, INC
Minutes of monthly meeting: HHWC board of trustees
September 19th, 2020

Location of meeting:
ZOOM

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

Absent from meeting: Rick Waclawik.

The regular meeting of the HHWC board of trustees was called to order at 9:36 by Nancy Sharp.

Review Agenda: The Agenda was reviewed and accepted.

Approval of meeting minutes: The August 15th 2020 minutes were approved unanimously.

Old Business:

Treasurer's Report:

David reviewed the Treasurers Report, bills to be paid and discussed the following items:

- Brief discussion about revised KWC invoice dropping charge for call-out that never happened on 8/29/20.
- Noted that DCG has finally stopped billing us for previously paid invoices.
- Brief discussion of Locate Center doc re fact that anyone calls in about a locate automatically generates an invoice to us; invoice does not specifically identify location or who requested it. Very active in the last 3 months.
- KWC failed to paint water location lines at Keesling and HE Rd to facilitate IC culvert activity in spite of request from Nancy two weeks prior. (Cyndy called KWC on 9/17 . By 9/18 the blue water line markings were in place at this location.)
- Discussion re Palmer Geotech Mar 17, 2020 invoice 'late' payment of balance due attributed to fact that DCG only recently forwarded invoice to HHWC after inquiry to Palmer as to hold up on payment.
- Noted that all expenses (\$13k+) on yellow-filled fields on Sept TR are ostensibly USDA reimbursable.
- Also noted that we have paid approximately \$40k since March for USDA-eligible reimbursement. (see Nancy's comments below re USDA reimbursement.)
- Noted that David will track the semi-annual USDA loan payment (\$17,210) due

on Sep 24 to confirm that auto-pay is active on our WIB business checking account.

HYDRANT SERVICE

- Reported that Corey and CLOW rep would be visiting early next week to inspect hydrants #4 (Spring St) and #8 (HE and Nettle) for possible repair issues.
- The 7 Blow-off assemblies will also be inspected for proper riser sizing relative to specific vault configurations.
- Will request replacement of lockable cap on Blow-off assembly at Van Dee and Keesling.
- Brief discussion re best method of securing Blow-off assemblies so as to avoid deliberate attempts by 'bad actors' who may attempt to access our water.
- The existing blow-off risers are in a box in the pump house.

Repiping Project Update: Nancy

USDA grant status (addendum to the Treasurer's Report) - Following the last funds request submitted to USDA in February, our contingency fund balance was about \$235,000. David has about \$40,000 in unreimbursed expenses and the total project cost on the permit application just submitted to Island County was \$148,500, so we can expect to use about \$190,000 of the contingency fund to complete the new reservoir and arsenic treatment system. We will also have reimbursable expenses for management the "wetland", either a re-designation of the area or continued monitoring. We will get an estimate and recommendation on those tasks from Jeff Ninnemann after he does the first year monitoring, but expect the costs to be under \$15,000. Cyndy suggested we retain all other contingency funds for now in case of cost overruns on the remaining construction.

Wetland Restoration:

Cyndy and Nancy have been watering the designated wetland between Shoreline and Farmington during August and early September. Four or five of the woody plants installed by Shelterbelt seem to have died but other plantings are doing well. Native Nootka rose is also spreading into part of the disturbed area. Shelterbelt will insure 100% survival, replacing plants as needed prior to the first- year monitoring.

New Business: Painting pumphouse exterior. Board agreed to get active and paint before bad weather sets in.

Member Comment: Sharon noteffthat in the past, board members were able to attain free paint at IC Landfill.

Meeting adjourned:10:15

Next MeetingTBA

Minutes submitted by: Sarge Lester