

HERRON ISLAND WATER COMMITTEE MEETING MINUTES

Regular Water Committee Meeting on April 12, 2013 - Community Center 8:30 – 11:30

Members in Attendance: Judy Greinke, Kathy Duester, Charles Smith, Terrill Chilson

Members absent: Dana Gruber, Mike Shettlesworth, Rich Urfer

Guest: Sherri Anderson – HMC Board Member

Old Business:

Minutes from the previous March 2013 meeting were approved with the clarification that HMC financial policy does have a mechanism whereby a member can still pay their total Capital Cost portion for their connection.

The Financial Policy was discussed resulting with two additional change recommendations:

- (1) Remove footnote and reference to RCW 64.38 under III “Sources of Water Department Revenues”
- (2) Under V “Future Issues for the Water Department” – (2) Remove the last 2 lines of that paragraph – The last sentence will read, Note that at some time in the future the USDA loan may be able to be paid in full before its 40 year term.

The “90 day letter” was discussed and decided to make no change to the Financial Policy or to the minutes at this time. The Administrative and Operation Rules are still being developed.

ACTION: Judy Greinke will check with the Dept. of Health for guidance for setting our rules about turning off a member’s water.

Managing the Water System

Following a significant flushing of the water lines (125,000 gallons), there was debris found in the lines. The high velocity of flushing may have shaken loose some dirt. Follow up testing is being done.

Under USDA requirements, the water department must be kept secure. Access is strictly limited now; locks have been changed.

There still is some electronic concern about the operation of pump two. We are in the process of addressing the issue with the vendor/ Danfoss.

In the future, if homes are to be without water for an extended length of time, special effort will be made to notify those members in advance. We are using the island email list, white boards, HMC Website, and plan to design a door knob notification.

ACTION: Charles Smith will complete the design for a generic door-knob notification for interruption of water service and send to Island Manager and water committee members for input and approval. Note: any door knob hanger/information must be done by an HMC Employee.

Members continue to call in with concerns about their new water connection. All issues have been addressed and corrected by the Island Manager and Charles Smith. The need for an on-line Service Request Form was discussed. At a minimum the form would require the following: member's name, contact phone number, address location of the problem, description of the problem and any other additional information needed. Space would be left for Office use as a way to keep track of requests and materials that might be needed.

ACTION: Charles Smith will work on helpful information for the Beachcomber and design a service request form to be used by the Water Department and placed on the HMC Website.

Addition to Draft Administrative and Operation Water Rules:

1. No plastic fittings may be attached to the island's water pipes within the 24 inch area on the member's side of the meter.

NEW BUSINESS

Recommendations for additions to the HMC Road Use Policy:

1. A Water Dept. representative must be present or have signed off before the permit is issued and work done.
2. The trench must be perpendicular across the road.
3. Any pvc pipe must be placed above the water pipes
4. Septic Tight lines must be a pressure line

Recommendation for Water Dept.

HMC Water Dept. needs to purchase a Tracer Wire Tone Generator for locating our water lines whenever any digging on HMC roads or right of way is done.

Minutes Written by: Kathy Deuster and Judy Greinke

