

## Island Manager Report

February 8, 2014

### **Administration:**

**Volunteers:** Thanks to Benn Burke, Kris Mullan, Charles Smith, John Farris and Janet Podell for spending Saturday afternoon reviewing the proposals for the ramp painting evaluation.

**Reserve Study:** It's time to begin the second year of the State-mandated study of HMC's reserves. The first study was completed last year, and required a site visit by the consultant. The Board agreed to a flat rate three year contract with Association Reserves, at \$1380 annually. This study excluded the water system in the first year, where that study was completed by Northwest Water Systems as part of the overall water project documentation. With payment of \$695 (50%), work on the reserve study can begin immediately.

As the water system is an asset of HMC, it must now be included in the total reserve study. To accommodate this, Association Reserves has proposed including the water system at an additional cost of \$1770 per year. A site visit will be required. The agreement to include the water system study is before the Board for approval and signature today, following which Association Reserves will begin working on the update. This addition requires a deposit of \$885, to be paid from water department funds.

**Tree Trimming:** Pen Light's latest estimate is that the tree crew will be coming to Herron Island at the end of February. Once the crew is here, they will be on the island for three to four weeks. Members interested in having wood chips delivered should notify the HMC Office.

### **Water Operations:**

**USDA:** We are working with the HMC accountant to file the first of our financial reports with USDA. And have also been responding to the auditor's questions regarding the A-133 audit of our water system funding, as required by federal law.

**Water Committee Report:** Judy Greinke, Chairman, will report. The Water Committee is supporting clearing the alder trees from the pump station, in order to make the site more functional for other public works purposes. A bid of \$7500 has been received to remove the 53 trees, many of which are of large diameter. This is a low bid, possible only if HMC allows the contractor to remove the wood.

**Fire Department Liaison:** FD #16's fire chief, Tom Lique, has resigned his position. For now, Guy Allen, Deputy Chief, will fill in until a new chief is found.

**Land Use:** Committee Report. The Land Use Committee previously submitted a revised Recreational Vehicle Certification (known fondly as "Form 13"). To bring an RV to the island, Members must provide information on the disposal of gray water from the RV – into an approved septic system, for example. Since Herron Island water is pumped from two wells, it is in the best interests of HMC to protect the groundwater supply. The proposed policy was reviewed by the Board and staff, and with minor modifications, is recommended for approval by the Board. The form has been modified to provide a clear expiration date, and remove any decal requirement.

**Emergency Preparedness:** Committee Report.

**Parks:** No Committee report.

**Roads:** Committee Report

**Rules:** One outstanding complaint.

**Herron Island Ferry:** One of our standby captains, John Scouller, has completed training and is now qualified.

We have applications from a couple local residents interested in the standby deck hand position, and will be setting up interviews later this month.

**Ramps:** Two proposals were received in response to the request for qualifications issued earlier in January. The proposals were from KPFF and Sargent Engineers. Both firms have previously worked for HMC in performing the periodic evaluation of the ferry ramps, and in KPFF's case, the evaluation of all marine infrastructure in 2010.

The review committee met Saturday afternoon and was comprised of Benn Burke, Kris Mullan, Charles Smith, John Farris and Janet Podell. The committee unanimously found Sargent's proposal to be the most responsive in all ways. They provided several examples of previously performed bridge work, and a check with one of their employers resulted in the following statement, from Wahkiakum County: "I am pleased to respond their work was more than satisfactory, and I would not hesitate to recommend Sargent Engineers for a similar project."

Sargent would perform a review of existing conditions, meet with a group of members, ferry crew and Island Manager to confirm design parameters, provide recommendations on alternative courses of action, coatings, permits and other factor. Once the course of action was selected by the Board, they would prepare plans and specifications, submit permit applications and assist in the selection of a contractor. A key question will be the impact of delaying the work until 2016, in order to allow more time to accumulate reserve financing for the project.

The Statement of Qualifications (SOQ) called for evaluation of steel decking vs. replacement of wooden timbers. It's possible that steel decking could double the life of the decking, but the cost must also be compared with retention of wooden timbers. All timbers will have to be removed during the project, which could best be performed while the ferry is in the shipyard in 2016, for regular maintenance.

The total cost of the engagement is \$31,767 for Sargent Engineering, and \$11,869 for Widener & Associates, the permit subcontractor, for a total of \$46,636. These funds would come from HMC Reserves.

**Recommendation:** That the Board of Directors authorize the President to enter into a contract with Sargent Engineers for the HMC Ramp Painting Project.

**Legal Liaison:** We currently have 15 delinquencies, of which 9 are with the attorney for action. Delinquency rate of 3.9%. Last year at this time we had 16. Currently, HMC has 387 Assessable Units and 397 Water customers.