

# Water Committee

October 16, 2015

1:00 PM

HMC Community Building

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**Meeting called by:** Charles A Smith, PE, CESCL, WDM    **Type of meeting:** Regular Monthly  
**Facilitator:** Charles A Smith    **Note taker:** Charles A Smith  
**Timekeeper:** Charles A Smith

**Attendees:** Kathy Deuster  
**Please read:** N/A  
**Please bring:** N/A

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## Minutes

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**Agenda item:** Water Billing    **Presenter:** Charles A Smith

**Discussion:**

Charles reminded all that the new water billing system is starting with the month of October 2015. Charles will work with Fred and Carolyn to establish the process document for the billing process.

**Conclusions:**

None at this time.

Action items	Person responsible	Deadline
✓ None at this time.		
✓		
✓		

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**Agenda item:** The Exception Report (Leak List)    **Presenter:** Charles A Smith

**Discussion:**

There are still 12 properties on the Leak List. Charles will update the Leak List Spreadsheet after the meter readings have been completed. Additional notification letters should be sent out before the end of October to let people know that they are on the Exception Report.

Some of the properties listed on the Leak List are leaks that have been addressed between the last meter reading and the current meter reading.

**Conclusions:**

None at this time.

Action items	Person responsible	Deadline
✓ Follow up on Leak List Notifications	Charles A Smith	23 Oct 2015
✓		
✓		

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<b>Agenda item:</b>	New Construction/ Back Flow Preventers	<b>Presenter:</b>	Charles A Smith
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**Discussion:**

There are 2 or 3 new homes under construction currently on the Island. These members should be notified that HMC Water Committee (Judy) organized an annual inspection for the existing back flow prevention devices last year. The contact information for the Back Flow Prevention Inspection and Testing Service should be forwarded to these new members.

Not sure if Judy wants to take the lead on coordinating this effort this year. Will coordinate with Judy.

**Conclusions:**

None at this time.

Action items	Person responsible	Deadline
✓ Email Judy and coordinate on the contact information and schedule.	Charles A Smith	23 Oct 2015
✓		
✓		

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<b>Agenda item:</b>	Projects at the Pump Station	<b>Presenter:</b>	Charles A Smith
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**Discussion:**

Now that the ramp painting has been completed, we have received the leftover ramp timbers up at the pump station. These timbers will be used to create material storage areas for the Roads department. This will allow Roads to store gravel and other materials at the Pump Station so that they are available on short notice. It has been discussed that there will be three bins constructed – 1-1/2" and larger, 5/8" gravel and sand.

The access doorway has been cut in the old reservoir and the opening has been braced. Once the old reservoir has dried out sufficiently, the interior walls will be painted (likely winter of 2015). After the floor has been pressure washed and cleared of debris, the floor will be painted (likely spring of 2016). A rolling door will be constructed to secure the old reservoir (likely spring 2016). Materials to be purchased will include the rolling hardware and rails. The door itself will be constructed from reclaimed lumber.

Plants and vegetation will be removed from the perimeters of the buildings. This should help maintain the buildings and reduce the moisture and deterioration of the building siding materials.

The old mercury ballast controls for the lighting in the generator building will be replaced by new electronic ballast controls (likely winter 2015). This should help with brightness and energy conservation.

Grade work at the Contractor Gate (the new gate at the south west corner of the pump station yard) has been completed. When Steve Kramer has the time, he will add 5/8" gravel and finish up the final grading.

**Conclusions:**

None at this time.

Action items	Person responsible	Deadline
✓ None at this time.		
✓		
✓		

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<b>Agenda item:</b>	Water Department Maintenance Trailer and Fire Hose Demonstration Events.	<b>Presenter:</b>	Charles A Smith
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**Discussion:**

The next event will be on 17 October 2015 at 1:00 PM at the Community Building.

To date, we have had about 30 people attend the different demonstrations.

The next event will be 14 November 2015 (Saturday) at 1:00 PM at the Community Building following the HMC Board Meeting.

Charles will continue to work on getting the second deck constructed and installed for the 1-1/2" fire hose. This will be done as time allows.

Two additional 100 foot 1-1/2" fire hoses are being purchased for the trailer.

Two 100 foot 1-1/2" hoses, one nozzle and 1 hydrant wrench plush storage box are being purchased for the water truck.

#### **Conclusions:**

These events are seeming to have a positive impact. Feedback from attendees is positive and informative.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Complete construction and installation of second deck.	Charles A Smith	31 Oct 2015
✓ Place order for additional equipment	Charles A Smith	17 Oct 2015
✓		

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<b>Agenda item:</b>	Fee Schedule	<b>Presenter:</b>	Charles A Smith
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#### **Discussion:**

It seems that we are needing to replace some items of the water distribution system because of damage being done by the Members. The damage includes things like lawn mower broken lids and meter boxes. I would like to add some items to the HMC Fee Schedule that are specifically related to the water department.

The cost of the material items may change over time, so we may need to add some language to the affect that the member that incurs the damage will be responsible for the material costs and labor costs to replace.

These items would include, but not be limited to the following:

Meter Box Lid Replacement	\$50.00
Meter Box Replacement	\$100.00
Meter Replacement	\$500.00
Antenna Replacement	\$500.00
Meter Setter Replacement	\$500.00

I would also like to add an item for turning off a members water service. We have items for termination of service and restarting service after termination. The item I would like to add is the "D'oh, I forgot to turn off my water service for the winter" item. With this item, a member could request to have the water department voluntarily turn the member's water service off if the member is not returning for the length of time. This would help prevent frozen or broken pipe leaks and any other type of failure in the member's water service. The cost would be kept low to encourage people to turn their water service off when they are not in residence on the Island.

Voluntaty Water Service Turn Off	\$10.00
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#### **Conclusions:**

None at this time.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Present recommendation to the HMC Board	Charles A Smith	31 Oct 2015
✓		
✓		

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## ***Other Information***

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**Observers:**

None at this time.

**Resources:**

N/A

**Special notes:**

The next Water Committee meeting is scheduled for 10 November 2015 at 1:00 PM at the Community Building.