

# Water Committee

December 6, 2016

10:30 AM

Community Building

**Meeting called by:** Charles Smith

**Type of meeting:** Committee

**Facilitator:** Charles Smith

**Note taker:** Charles Smith

**Timekeeper:** Charles Smith

**Attendees:** Charles Smith, Janet Podell, Kathy Deuster, Frank Harrison, Andy Thompson

**Please read:** N/A

**Please bring:** N/A

## Minutes

**Agenda item:** Fire Hydrant Locations

**Presenter:** Charles Smith

### Discussion:

Charles presented two large cards that displayed a map and addresses showing the locations of the existing fire hydrants. These cards will be laminated into one card that will be in the tool box of the Water Department Maintenance Trailer. When the Water Department Maintenance Trailer is needed, this card will be available to let people know at a glance where the fire hydrants are located on the island.

The fire hydrant locations are shown in three ways: Graphically as orange stickers on a map, by closest residence address and by GPS coordinates.

A copy of the fire hydrant locations has been requested by and sent to the Pierce County Fire Department for incorporation into their listing of fire hydrants.

### Conclusions:

None at this time.

### Action items

**Person responsible**

**Deadline**

✓ None at this time.

**Agenda item:** How to Use a Fire Hydrant

**Presenter:** Charles Smith

### Discussion:

The Emergency Preparedness Committee has made a request to the Water Committee to create a visual/picture description of how to operate the Water Department Maintenance Trailer from "connection to spray". A draft of this diagram will be available at the January Water Committee meeting.

### Action items

**Person responsible**

**Deadline**

✓ Charles will take some photographs and write a draft description for the operation of the Water Department Maintenance Trailer.

Charles Smith

10 Jan 2017

**Agenda item:** Water Billing: Revenue verses Expenses

**Presenter:** Charles Smith

**Discussion:**

The Water Committee has been reviewing the Water Department (also known as the Water Utility) expenses and the revenue that has been billed for the water service over the last fiscal year (2015 – 2016). The Water Committee is doing this as a way to review the base fee, the water usage tiers, and the budget for the Water Department.

The Water Committee is working toward establishing a process to do this review each year. The December/January meetings will review the previous year's data and operations. The January/February meetings will establish the recommendations to the Finance Committee. The March meeting of the Water Committee will coordinate and provide input to the Finance Committee and the yearly budget development process.

**Action items**

**Person responsible**

**Deadline**

✓ None at this time

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***Other Information***

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**Observers:**

N/A

**Special notes:**

The next meeting of the Water Committee is scheduled for 10:30 AM, 10 January 2017 in the Community Building.

04 October – 9:30 AM

05 November – 10:30 AM

03 December – 10:30 AM

10 January – 10:30 AM

07 February – 10:30 AM

07 March – 10:30 AM