

HERRON ISLAND WATER COMMITTEE (HIWC) MEETING NOTES DRAFT

Date: June 29, 2012 9:30-11:00. Community Center.

In attendance: Judy Greinke, Kathy Deuster, Dana Gruber, temporary Secretary, Terrill Chilson. Guests: Sherri Anderson, Nancy Broege, Tootsie Duback.

1. Minutes from June 1, 2012 meeting were approved as written. Dana will be temporary secretary until a quorum membership vote.

2. Judy informed the committee 405 electronic meters have been ordered. The suppliers gave 10 deluxe meters with memory chips to HMC. These will be used on HMC connections. We reviewed the features of the electronic meter devices. Each meter has a registration identification number that will be assigned to an address/owner. These serial numbers will be submitted at the end of the construction project and kept in our HMC owner's file. Resident Inspectors may be able to assist with the on-site recording and keeping track of these numbers for the filing system.

Meter reading data will be downloaded into the HMC office computer for QuickBooks billing. This "water reading" software is included in the meter package purchase. The hand held device for reading a meter costs \$5,000, so only one machine was purchased. If broken, it has a one day turn around repair time guarantee. Carolyn Snyder has offered to do the monthly meter reading. It is cost effective to increase an employee's hours vs. hire a new employee. Carolyn will also be doing the billing.

Thinking ahead for Water Operations and Maintenance, Washington Water can turn the on/off meter locks, but HIWC still needs to determine if that is cost effective or do we continue to have a Water System employee. Inactive meters will be locked on the HMC side of the meter and only show HMC water loss; better future water pressure may identify significant homeowner breaks when the meter is activated. Members will also have a shut off valve to stop water flow after their meter. Meter locks are for long term turning on/off water. So when a member's system is activated by unlocking the meter, anyone will be able to get water from those faucets and only the meter reading will show water use.

3. Judy collated returned Cross Connection Control Forms with the Membership list. Less than 100 have not been returned. Dana will ask members at BOOSTERS 4th of July activities to sign forms if they haven't done them yet. Those with questions to clarify have been separated from the rest. Shawn O'Dell from Washington Water needs to provide guidance on those with questions. Those requiring cross connections will be able to choose private installers. Judy will ask Claudia Ellsworth, HMC Island Manager to draft a resource list for those cross connection products and installers. Judy will again

share this information at the monthly HMC board meeting. Actions: Dana Gruber; Claudia Ellsworth, Judy Greinke, Chair

4. Judy stated the blue stakes will be moved soon to identify exact locations for new service connections. Many connection sites are easy to identify; some are hidden by dense vegetation; a few might have trees blocking the connections. Trees can only be removed by licensed/bonded persons due to liability concerns. Dana will inform the Roads Committee about the maple tree blocking the connections to 916 W. Herron. Action: Dana Gruber

5. Claudia will need future help with filing water system items for members. Folders have been prepared with member name, address, and parcel numbers. The HMC office will be setting up accounting records and water data management systems. The Access Program and Excel were discussed as possibilities.

6. Judy asked Sherri to start an article for the upcoming Beachcomber concerning paying upfront for the water system vs. being assessed over 40 years. Action: Sherri Anderson, Judy Greinke, Chair

7. Discussion took place about the financial need for volunteers to take on some of the tasks now and in the future for our Water Department. We discussed ways in which HMC could thank our Island Manager for all her volunteer hours that have been dedicated to this water project.

8. Next HIWC meeting: TBD.

Respectively submitted,

Dana Gruber, Interim Secretary

Herron Island Water Committee (HIWC) Shared Information to HMC Board

1. Cross Connection Control Forms status. Numerous have minor questions to clarify which will require phone follow-up. Those needing a cross connection will be given a product resource list and can use a private installer to do this work.