

A CURRENT SYSTEMS OPERATION AND CURRENT REGULATORY COMPLIANCE

1. What records are being maintained on the frequency, duration, and magnitude of system failures including breaks in water lines, electrical failures of the well pumps, and numbers of customers out of service? Is the Board aware of the number of water system failures (at least ten) in the last year?

The Board is informed of water system leakage, repairs and maintenance. Maintaining records and running the Water Department is the job of the island manager with the guidance of our contract certified operator. Most of the recent system failures were considered minor. There were a few larger failures but most were small. And this is to be expected of any water system as we have seen recently in the headlines. The Board intends to make it a top priority to develop a process for recording data on leaks and other system issues.

2. The Water System Plan is required by the State Department of Health. Do we have qualified HMC members, staff, or consultants working on our Water System Plan (WSP)? Who is working on our WSP report to the State?

Currently, Anchor QEA, LLC formerly Montgomery Water Group are actually doing the Water System Plan with the assistance of the island manager, certified operator contractor and a Board member. The committee was asked to review page by page to help identify areas which were outdated. This was a big job. The process was temporarily interrupted while we focused our efforts on installation of the new reservoir. And as we became better educated about the whole system upgrade process it became evident that this was no small undertaking. Consequently it has taken over 7 years now to complete the Water System Plan. The engineer from Anchor Environmental, island manager, certified operator contractor, and board member are now reviewing the revisions needed by Washington State Dept. of Health for final submittal.

3. What role will the new Island Manager be expected to take in the WSP? Will the new Island Manager complete the WSP (with oversight from the Board and with aid of appropriate consultants)? Namely, would the Board be willing to assign the WSP to the Island Manager rather than the volunteer water committee?

Completion of the Water System Plan is the responsibility of Anchor QEA, LLC and the engineer who is assigned to this project. The Board can complete any oversight needed once the current island manager retires. We will look to the new manager, when the time comes, to act as a project management contact for the system replacement (part of our requirements as listed in the job posting)

4. Are the volunteer water committee members required to report to the Board all communications with the State? Would the Board be willing to require that all communications, made on behalf of HMC, be documented and reported to the Board and be transparent to the membership?

Presently there are no written instructions in the By-laws about how or when committees report their activities to the Board. To date report-outs have been ad hoc based on the individual committee's needs or at the Board's request. At present the Anchor engineer, a Board member, the island manager, certified operator contractor, and one committee member have had documented conversations with the DOH and the Board members were advised.

What is a Water System Plan? The HMC Draft Water System Plan is available at the HMC office for anyone interested. For additional information see: http://www.doh.wa.gov/ehp/dw/Programs/water_sys_plan.htm or <http://apps.leg.wa.gov/WAC/default.aspx?cite=246-290-100>

B BOARD OVERSIGHT OF THE WATER SYSTEM UPGRADE

1. Would the Board consider appointing members, especially ones with specific experience, skill, and designated responsibilities, to the water committee? For example, the Board has created a Search Committee for the next Island Manager by appointing members to it rather than a general call for volunteers.

At this time there is no policy regarding how committees are formed which is appropriate for all committees; roads, parks, finance, land use, dolphins, etc. The water committee has used the services of professionals throughout the process such as

engineers, bookkeepers, HMC Treasurer, members at large, community people involved in or related water profession, etc. whenever possible. At present all committees are primarily made up of volunteers.

2. When does the Board intend to provide the Water Committee with written directives including mission statement, scope of work, communication and reporting responsibilities, budgeting, and deadlines?

This again is a general policy issue which would pertain to all committees. To date, the island has had no need to operate in this formal way. For something as important as the water system it may be in our best interest to take these steps.

C COMMUNICATION WITH HMC MEMBERS

1. Does the Board feel that this project management and information be transparent?

There is nothing to hide in this process. The Board does advise members of what is going on with all projects through monthly board meetings and publications in the Beachcomber. The board has no requirement to provide members with every detail of a project. This has been true with major past projects such as the new ferry, ferry dock replacements, the Reservoir replacement, the Parks Small Boat Dock Project and others. Historically this has not been done or needed.

The water committee will be announcing the July 25th date for the Informational Community Meeting regarding the new water system upgrades.

2. Does the Board feel that HMC members should have access to information and documents relating to the water system upgrade? If so, how will these documents be available?

This again is a policy question. So, far there have been no votes in which to document other than a vote of the Board to allow the committee to hire Todd Krause for engineering consultation. His engineering report is available online at www.herrronisland.org. The water system plan is still in the draft stages, a copy is available at the office. Once the final submission is completed by Anchor QEA, LLC, the Board will adopt it and it will be forwarded to DOH for final approval by Aug 29th, 2009. The Board has adopted items they have placed on the website under Island Water System upgrade. It would not be appropriate to provide working documents created by the Water Committee to the general membership. Working documents, in and of themselves could very possibly confuse rather than educate members about the status of the upgrade.

3. Can members have access to Water Committee meeting minutes? Are minutes provided to the Board? When will the book of meeting minutes as stated in the HMC bylaws be available?

The Rules committee is the only committee HMC has which “exercise the powers of the Board” and therefore must keep regular minutes of the transactions of their meetings. Neither the water committee nor any other committee has such powers and therefore under our current bylaws such committees are not required to have minutes and the Board has not required them to be provided.

Second Amended and Restated Bylaws. 2005. Section 5.16 Committees - “The Rules Committee and any other committees which exercise the powers of the Board shall keep regular minutes of the transactions of their meetings and shall cause them to be inserted in books kept for that purpose in the office of the association.”

D HMC MEMBER PARTICIPATION

1. When will there be a public meeting for all HMC members to review the water system upgrade project?

It takes time to plan a public meeting; however, the water committee has tentatively scheduled July 25th for a water consumer member meeting. Also, part of the annual meeting will be used to educate membership about the draft Water System Plan and the job descriptions of water employees.

2. Is the Board aware that the water committee meetings are closed to anyone not *invited*? Does the Board support this closed meeting policy?

No meetings have ever been closed. At the last water meeting, it was said that the meeting was a closed working meeting when the issue of being recorded without committee member’s knowledge was discussed. This was brought forth because if it were a

closed meeting, recording would be inappropriate, if not illegal. However, the person who came with his recording device on hand reports he did not record the meeting and other non-committee members were never asked to leave.

3. If the water meetings are closed, how can members participate in the process?

Members are welcome at all water committee meetings. This last meeting was for members to work on a specific task. As it turned out it took an extra hour to address questions and educate non-participating members on the task at hand. Members have many opportunities to participate in the process. Members can always write the Board or committee; come to meetings regularly, join the committee, write to HMCWaterWorks@yahoo.com. There are many ways members who have made themselves available have participated reviewing maps, budgets, figures etc.

4. Would the Board consider creating a “Voter’s Pamphlet” on the HI website so that choices could have pros and cons discussed?

This is not an option for us at this time. All ballots for all membership votes are posted on the HI website and mailed either in the Beachcomber or separately to members for a vote. The FIRST water system upgrade vote will identify choices about how we could spread the costs of water (both the water system upgrade and operations and maintenance and will include pros and cons) whether we retain ownership or not. This valuable first vote will establish the foundation for moving ahead with our water system upgrade and a community meeting is being held July 25th to address this specific vote. All members are encouraged to attend.

5. When will all members be asked to vote on the water project choices?

We are looking toward August 2009 as the **first** vote. Members will have more participation in the next months to move us closer to getting real numbers, rather than a spread of 10-30% error possibility of the previous information provided in 2007 from PenLight, and engineering firms which gave us working estimates. Therefore, the **first** vote will be to determine how members will pay for their water in the future. It is common to have utilities billed separately as they add value and are utilized separately. Repeatedly at committee meetings and members at large have expressed that the current assessable unit method is inappropriate for the water. At the request of the Board the Water Committee has researched this and is working to present options to the Board and members which they will vote on following the July 25th Water Meeting.

E PRIORITIZATION - WHEN DO WE PLAN TO DO THIS?

1. Does the Board endorse the five-year plan submitted by the Water Committee in its letter to the Board dated 2/9/09?

By allowing the article to be printed in the Beachcomber and posted online, the Board is endorsing the Water Committee recommendation to complete the Water System Upgrade “within” 5 years. The Water Committee does not have the authority to “exercise the powers of the Board”.

2. Please list by individual Board member how each responded to the five year plan. We want to know how each board member voted.

This was not an issue that required a Board vote. It was discussed and agreed by all. They did say they want the water system upgraded within the 5 years or sooner if possible. All efforts are to move toward that resolve responsibly. It could be accomplished in less time, however, the “within” five years time frame was agreed too.

3. If the five-year procrastination policy is not recommended by the Board, what schedule IS endorsed by the Board?

Working in behalf of membership to get real numbers and documented facts is not procrastination. It is responsible and required by our bylaws and the state of Washington of Board members. And please remember that the plan is structured to be complete within 5 years. An earlier completion date is certainly favored by everyone.

4. Please provide a specific target date for the completion of the water system upgrade project?

The target date for the completion of the water system upgrade project is on or before March 2014.