

Water Committee Meeting

April 3, 2014

Attendees: Judy Greinke (Chair)  
Claudia Ellsworth  
Janet Podell  
Charles Smith

The following four agenda items were covered:

1. Revisions to Administrative Policy to include additional language such as Refusal of Service, etc. It was agreed that this information will be published in the existing Water Administrative and Operating Policy.
2. Cross Connection Control Letters – Judy Greinke drafted an information letter to the members who have backflow devices that must be inspected annually. The letter includes two options for members to satisfy the annual inspection requirement.
  - a. Members can schedule and pay for the annual inspection themselves and forward the results to the HMC office.
  - Or
  - b. Members can opt to participate in an annual group inspection that will be paid by HMC and then individually billed to the affected member's water bill. The plan requires members to "opt-in" to this plan and the authorization will remain in place until the member advises HMC in writing that they wish to cancel the service.

Judy will prepare all information for presentation at the next Board meeting before we go ahead and notify members. In the absence of Judy, Janet will present the plan.

**HMC Board Recommendation:** Wash. State Dept. of Health (DOH) requires Herron Island Water to insure that all cross connection assemblies are tested annually by a certified Backflow Assembly Tester. Board approval is requested for HMC to offer a group inspection rate to those water connections that require a backflow assembly testing. Members would have the option to schedule and pay for their own inspection or join the group testing with the cost divided equally and be billed for inspection on their next water bill.

Cross Connection Checklist:

Members who have not responded to our request s to return the Cross Connection Check List will receive a letter from HMC giving them a final chance to respond before we turn off water to their property (which will incur a shut off and restoration fee, and an administration fee for their lack of compliance). NW Water Systems charges HMC \$60/hr to manage the CCC records for us. And this will be passed along to the member. Janet will draft letter for the Committee's review.

3. Water Lot Project - At the request of a member status of the water lot project and other water Issues will be addressed in the Water Tapped Newsletter.
4. Rate Study – The goal is to begin tiered billing in the 2015/2016 budget year. This will also be explained in the April Beachcomber. Charles will prepare the Water article.