

Herron Island Water Committee Meeting Minutes

Herron Island Water Committee Meeting Minutes, July 19, 2013

Time: 1:00- 3:00 Place: Herron Island Community Center

Attendance: Judy Greinke, Chairperson; Kathy Deuster; Charles Smith; Sue Pottorff; Dana Gruber, Acting Secretary and Janet Podell, Board Member. Guest: Fred Fath
Absent; Terrill Chilson, Claudia Ellsworth, Island Manager

Old Business:

1. HMC is in the transition phase for water management services from Washington Water to Northwest Water System (NWS). Tony Norris, WDM2, CCS will be the field tech. directly servicing Herron Island Water System. Judy stated this action is pending contract final approval and documentation completion.

2. Meter Training. Fred Fath reported Badger Meters accomplished the training in one day for Office Staff and the second day for in-the-field training. He shared information about the Read Center software, hand held reader requirements, variety of Excel reports that will/can be generated, storage/updating data, etc.

Hand held reader currently records:

- Gallon readings for all connections
- Flags for properties with probable leaks
- Flags for no usage
- When the antenna is not talking to meter
- Data which will be downloaded to the office computer for billing

3. Data is being collected until March 2014 and at that time we should have enough information for setting water usage rates. In the Capital Improvements Report from NWS the Project Engineer recommended we set a generous base volume of water that is sufficient to meet the base obligations and the tiered rates to be set for excessive water usage.

*** Fred stated we will be using average gallons/day each month vs. actual because of months having unequal days and seasonal population.

***Meters will be read monthly on a working date closest to end of each month. Charles recommended we read the Pump house output meter at the same time as connection meters are being read.

***Judy noted Oct 2014 will begin the billing period for tiered rates beyond baseline usage. Water bills will continue to be sent out quarterly in November, February, May, and August.

4. Water Use Efficiency Report:

Department of Health requested Herron Island Water to redefine 2014 goals for the next report due in July of 2014. We will focus on customer water use and overuse with the emphasis on conservation. Presently, we are notifying members of possible leaks when the meter reading

show an excessive number of gallons of water used each month or have 24 hour continuous water usage.

5. Hydrant Flushing: Charles stated hydrants will be flushed 2x /yr but not during summer because of higher population and more water usage.

6. Admin & Operation Rules:

***Judy stated Cross connection control area maybe require minor rewrite for improved clarification before the Rules can be approved by the Board.

***Charles needs a list of those members who have back flow devices installed at their properties for NWS records.

New Business:

In the future, we may need to invest in a meter at the reservoir to more accurately determine water loss due to leakage.

Judy will check with Office Staff about the possibility of using postcards for water billing.

Next Meeting:TBD

Submitted by:

Dana Gruber, Acting Secretary

Sent from my iPad