

Whidbey West Water Association (WWWA)

"The goal of Whidbey West Water Association is to provide clean water at a fair cost, good service to our members, and to conserve our water supply for future generations."

State ID No. 363146 / Island County Franchise No.327 / <http://whidbeywestwater.org/>

Final Minutes from Board of Directors Meeting of 9/19/2024. Last Edited 9/25/2024

Five of Eight WWWA Directors convened on 9/19/2024 at the home of President Zach Evans at 7:00 PM for a WWWA Board meeting.

The meeting agenda was:

- Zach Evans (P) will open meeting as President
- Roll Call
- King Water Update
- Previous Meeting Minutes
- Treasurer's Report
- Old Business (items from previous meetings)
- New Business
- Confirm Date for Next Meeting

• **Roll call of Directors:**

Director	Telephone	Email address	Term Ends	Roll Call
John Geragotelis		germmail@comcast.net	2024	Absent
Bob Berg	360-929-9462	bobberg48@msn.com	2024	Absent
Jesse Mittendorf (VP) ✕	360-632-8150	jesse.mittendorf@gmail.com	2024	Present
Zach Evans (P) ⚡ ✕	559-381-2700	zach.evans97@gmail.com	2025	Present
David Cuff (T) ⚡	425-298-3303	david@localview.link	2025	Present
Rana Jayne (S) 📧	214-405-9107	rananicole1@gmail.com	2025	Present
Joni Mittendorf	360-481-8245	joni.mittendorf@gmail.com	2026	Present
Peter Mawhinney	360-873-9591	peter@plmhomeservices.com	2026	Absent
VACANT			2026	

Legend: (P) President / (VP) Vice-President / (T) Treasurer / (S) Secretary / 📧 Communications / 🏠 Conservation / ✕ Facilities / 📦 Asset Management / ⚡ Finance / 🚒 Procedure & Emergency Response

• **King Water**

- 1) **FIRE HYDRANT QUESTION:** Two of the fire hydrants in the Evendown neighborhood continue to be bagged. We voted as a Board last meeting for further exploration on the exact issues with these hydrants and others in the system. We are told that King Water has this project in the queue for some time in October. Zach Evans (P) took pictures of all hydrants in the system to add this to a Preventative Maintenance Plan that Keelworks non-profit is working on crafting to enhance our current procedures.
- 2) **STILL PENDING Monthly Flush question CONTINUES:** The monthly flush is speculated to still not being carried out to plan - specifically on the Lavendar/Borreas section. Jesse Mittendorf on behalf of the Lavendar Lane HOA discussed in detail with King Water legal options against King Water if they cannot correct this as the incorrect flushing over several months is washing out the road and flooding a resident's yard. Jesse is requesting flushes be moved to a Friday and installing a camera to ensure this particular section is flushed correctly moving forward. The Board also discussed hiring DCG (our engineering firm for the Reservoir project) to observe the next flush to see if they have updated recommendations to possibly include isolation valves or additional blow-off points in the future.
- 3) **ONGOING billing questions/issues:** Monthly billing from King Water to WWWA has typically been late every single month except twice since late 2023. We DID receive the billing in time for this September Board meeting, however in looking the bills over – there is still missing information like addresses and basic explanation of charges. We also noted a severe increase in costs that seems in part attributed to new fees being applied – specifically a \$25/hour charge for the trucks King Water uses on top of individual hourly rates for jobs and mileage.
- 4) **STILL PENDING ONLINE BILLPAY/PAPERLESS BILLING discussion:** King Water believes they have found a way to mitigate and correct the \$5 fee for members who have NOT signed up for Paperless Billing to be applied correctly as some members were still getting erroneously charged at the time of the Board meeting.

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- 5) **STILL PENDING Follow-up on electrical issues at Evendown pump house:** AA Electric is still waiting to complete the necessary work to ground the pump houses as we are waiting for the new Booster pump to be installed first by King Water in order to avoid multiple trips. The Booster pump is now on-order with a 30-90 day delivery window.

- 6) **STILL PENDING NWNW/EPA COPPER VS LEAD requirement:** As previously noted, the EPA, has issued a new requirement to have ALL Class A Water system members fill out a survey of what kind of piping they have in their personal homes. Normally WWWA does not get involved and/or is responsible for what happens after the meter to the members homes, but in this case, the EPA will hold WWWA accountable for the information or face penalties (i.e. revoking our Operation Permit). Zach Evans (P) went door to door to all 187 homes in the WWWA system and also did a mailer to members requesting the required information. We are still working on completing this colossal task. Evergreen Rural Water of Washington has sent us a streamlined excel worksheet to help organize this information to the EPA once collected. TBC.

- 7) **ONGOING Evendown pump leak/repair** (discovered 8/23): The necessary booster pump to address this issue has finally been ordered and has a 30-90 day delivery window. Once received, the work will need to be scheduled by King Water which will require a system shut down to install. This issue has now been going on for a full year. Once this pump is installed, then AA Electric as mentioned above can do the electrical updates. TBC.

- 8) **2382 Happy Lane TBC:** There is concern about the meter shutoff valve being corroded at this address (similar to 2162 Borreas) and the valve needs to be replaced before there is an issue

- **Review Minutes from Previous WWWA Board Meeting:** The Board approved the August meeting minutes and financials.

- **Treasurer's Report:** David Cuff (T) provided financial data as summarized below.

Profit & Loss	Total Income	Total Expense	Net Income	Account Balances	8/31/2024
August 2024	\$16,301.12	\$3,920.02	\$12,381.10	AFCU Emergency Reserve	\$50,560.56
				AFCU Operational	\$120,709.55
Balance Sheet	Total Assets	Total Liabilities	Total Equity	AFCU Capital Fund	\$338,180.71
August 2024	\$1,016,347.36	\$304,954.22	\$711,393.14	WaFd Water Main Loan	\$31,069.93

- **New Business:**

Zach Evans (P) discussed upgrading the current wellhouse structures with the Board after having a tour of a water system on Guemes Island which he provided pictures of to the Board. It was discussed whether we could add this to the Reservoir project as a change order when overall work to the system starts. It was also discussed to have a Board clean-up day as a short term measure. Overall it was agreed that the Evendown pump house needs the most attention.

Zach Evans (P) alerted the Board that the website portal for the WA State Operating Permit is undergoing maintenance and is not working. As such, we currently do not have an updated Operating Permit as it expired in August. The State is aware and working on the website with an estimate that it will be fixed in November. Several water systems are affected by this issue.

- **Old Business:**

ONGOING: Seaview Intertie The Intertie between the two systems is legally complete, but we are still waiting for the work to be done to look at the actual intertie functionality. Zach Evans (P) reported that we have a new contact at DCG to follow-up with next steps.

WWWA needs an audit Board Member Joni will contact Zito and Associates LLC in Coupeville to get this scheduled.

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USDA LOAN UPDATE: Zach Evans (P) reported that the PER should be done next week on the loan so that it can be resubmitted by DCG with the State. Kelly from DCG is still working on surveying bids that will be the next step in the engineering process that the Board authorized ahead of the loan to help streamline and get ahead. Next step after State approval will be Federal submission. Once the final funding question is known, we will reevaluate the scope of the project. We are hoping to have the loan granted by 2025 so that we can move forward.

UPDATED BREAKDOWN OF PROPOSED COST TAKEN FROM DCG REPORT (INCLUDING FILTRATION):

- **Construction Cost = \$1,467,833**
- **Contingency (20%) = \$293,567**
- **Sales Tax (8.7%) = \$153,000**
- **Total Estimated Construction Cost = \$1,914,000**
- **Permitting Fees, Engineering, Survey, etc. (18%) \$345,000**
- **Rough Estimate of Project Total \$1,400,000 - \$2,260,000**

ONGOING Part-time help for WWWA: David Cuff will follow-up with Arielle who completed the first batch of scanning to digitize files for preservation online will commence more scanning when she is available. Arielle is an independent contractor and not an employee of WWWA.

Delinquent Accounts TBC: Board member John Geragotelis was absent to give an update, but Zach Evans (P) did look to see that a delinquent account that the Board applied a lien on in order to get the house ready for sale as of last meeting. The house still has not been put on the market and no payments have been made to this overdue account. The Board authorized turning water back on for this delinquent account so that the house could be sold. Zach Evans will follow-up with the Realtor to see what the hold up is. Liens are applied as a snapshot in time, so this delinquent account is accruing again regardless of the lien. The Board discussed a possible second shut off if we do not get an appropriate update or payment. TBC.

Water Chemistry data is available at the [Washington State DOH Office of Drinking Water](#) .

We have two active wells (i.e., sources of water): Sandy Bubbles (S02) and Lavender (S03). MCL = Maximum Content Level.

Conductivity: Both of our water wells hover around MCL and occasionally spike above MCL for Conductivity which it did in November on 11/29 at 711 while MCL is 700. Conductivity is the measure of the capability of water to pass the [flow of electric current](#). This ability of conductance is said to be directly proportional to the concentration of the [ions present in the water](#). Conductivity is linked directly to the [total dissolved solids](#) (T.D.S.).

Chlorides: Both of our water wells are always well under MCL for Chlorides. [Chloride](#) occurs naturally in groundwater but is found in greater concentrations where seawater can make its way into water sources.

[Total Coliform](#) and E. coli tests on 8/1/2024 were negative.

[Disinfectant Byproducts](#) The latest sample, on 12/14/2023, from our sample station at 2326 Happy Lane, for THM-TOTAL TRIHALOMETHANE, yielded 89.7 while MCL is 80.4 with an EXCEEDANCE. HAA5 data indicated 36.2 while MCL is 60.

- **Next Regular Board Meeting: **October 17, 2024, 7:00 PM** at Zach & Rana's house.**