

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 10/17/2024. Last Edited 10/18/2024

Five of Eight WWA Directors convened on 10/17/2024 at the home of President Zach Evans at 7:00 PM for a WWA 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. No progress has been made since we voted last month for further exploration on the exact issues with these hydrants and others in the system. We were told that King Water has this project in the queue for some time in October, but as of the date of the Board Meeting we have no further updates from King Water and have sent several inquiries on the status.
- 2) **Monthly Flush updates:** After multiple months of the flush being questionable, the Board voted last month to have DCG observe the flush in September and make recommendations for improvement. Isaac from DCG did observe the flush and overall reported that the general plan is sound and has provided additional feedback for future isolation valves and blow off points. For October, the flush has been moved up once week to October 22nd. Members were informed via email on October 13th. In addition, going forward starting in November, the monthly flush will be moved to the second Friday of each month. We will send out another email to members announcing the change soon.
- 3) **Billing update:** For two months in a row, we have received on-time billing from King Water. Monthly billing from King Water to WWA had historically been late every single month except twice since late 2023, so this is an improvement. We are still working with King Water on capturing more information on line items like addresses and basic explanation of charges. We are also working through some of the new fees that have been introduced by King as well.
- 4) **ONLINE BILLPAY/PAPERLESS BILLING discussion:** King Water has been unable to correctly impose our \$5 fee for members who have NOT signed up for Paperless Billing. Ever since instituting this fee, King has incorrectly administered this charge creating confusion and upset to members. As such, Zach Evans as President decided to eliminate the fee all together going forward since some members were still getting

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erroneously charged. Unfortunately, we have spent a lot of \$\$ and effort trying to get members to sign up for Online bill pay in order to save the Association labor fees, but this effort has been an uphill battle.

- 5) **STILL PENDING Follow-up on electrical issues at Evendown pump house: NO UPDATES** 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) **NWNW/EPA COPPER VS LEAD requirement:** The required Federal spreadsheet has been submitted to the EPA on 10/15. As noted in our last letter to members, homes not responding to the inquiry were marked UNKNOWN.
 - 7) **ONGOING Evendown pump leak/repair (discovered 8/23): NO UPDATES** as the necessary booster pump to address this issue is still on order. 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 NO UPDATES:** There is concern about the meter shutoff valve being corroded at this address – awaiting an update from King Water as the valve needs to be replaced before there is an issue
- **Review Minutes from Previous WWWA Board Meeting:** The Board approved the September 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	9/30/2024
Sept 2024	\$7,115.85	\$1,299.25	\$5,816.60	AFCU Emergency Reserve	\$50,573.30
				AFCU Operational	\$121,952.71
Balance Sheet	Total Assets	Total Liabilities	Total Equity	AFCU Capital Fund	\$340,320.35
Sept 2024	\$992,209.92	\$279,989.96	\$712,219.96	WaFd Water Main Loan	\$3,921.55

- **New Business:**

The Board discussed the pros & cons of selling the system and/or restructuring in general due to the big changes coming from the updated contracts proposed by King Water through their parent company Northwest Natural Water. The contract sent to WWWA is a generic one sent to ALL of the water systems they serve and is worded with more than just maintenance, but complete control of the system along with significant increases in charges for all areas of service. As such, the Board is going to send the contract to the WWWA lawyer to review as well as VP Jesse will be combing through the old contract vs the new to work towards negotiations.

- **Old Business:**

UPDATE: Our Operating Permit from the State has been updated through Aug 2025 and is now posted on the WWWA website.

UPDATE: Seaview Intertie The Intertie between the two systems is legally complete. The contract bids have been sent out for the work to be done to look at the actual intertie functionality.

AUDIT completed by NW Bookkeeping. There were a few pending questions for the former Treasurer for final completion. The audit should be 100% complete by the end of month.

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USDA LOAN UPDATE: Zach Evans (P) reported that the PER is still pending with NO PROGRESS from DCG so that the loan can be resubmitted by DCG with the State. Kelly & Isaac from DCG are still working on surveying bids that will be the next step in the engineering process that the Board previously 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 NO UPDATES: 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 again to give an update on all delinquent accounts, but Zach Evans (P) provided an update on one long standing delinquent account that the Board previously applied a lien on in order to get the house ready for supposed sale. The Board previously agreed to turn the water back on (after 30, 60, 90 day notices followed by shut off) to help her realtor facilitate the sale of her house. The member also agreed to pay her bill and sign up for online bill pay for the water to be turned back on. At the time of the Board meeting, the house is not listed for sale and the realtor's calls to the member are going unanswered – she is unresponsive and she has not paid her bill nor signed up for online bill pay. Since none of the criteria for turning her water back on have been met, the Board discussed timing for the next shut off and agreed to give her one last 30 day notice to get her bill paid or the water will be shut off again. Liens are applied as a snapshot in time, so this delinquent account is accruing again regardless of the lien. 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.

In running the DOH Water Quality Maintenance Schedule (WQMS) report available on the WA State DOH website, we are unclear on if King Water is behind/past due for reporting the Disinfectant Byproducts samples and a few other tests to the WA State DOH. We have inquired with King Water as to why these samples are not being done quarterly per the maintenance schedule and were told by King Water that they are not past due. There is speculation that the samples have been done (as they must be done by Certified technicians at King), but just have not been sent into the State. We will be following up with King Water for further updates to the sampling.

Conductivity: Both of our water wells hover around MCL and occasionally spike above MCL for Conductivity which it did on 9/9/2024 at 703 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 9/23/2024 were negative.

[Disinfectant Byproducts](#) The latest sample (which should be done quarterly and is past due), 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:*** Will be held BEFORE the Annual Members' meeting on Saturday, November 9th at 6:00PM at the Elks Lodge. The Annual Members' Meeting will follow at 7PM.