

Scatchet Head Water District

SCATCHET HEAD WATER DISTRICT (SHWD)
ISLAND COUNTY WASHINGTON

Minutes for September 17, 2024

MEETING PLACE

Scatchet Head Community Club Building, 3742 Driftwood Drive, Clinton, WA
and, online through Zoom

IN ATTENDANCE:

Commissioner Lipoti
Commissioner Mach
Commissioner Mullins

ABSENT:

None

COMMUNITY MEMBERS IN ATTENDANCE

Jordan and Drea Boyer
Cynthia Butler
Tom Peterson
Rachel Martinez

The meeting was called to order at 7:04 PM by Commissioner Lipoti after a cake celebrating the final approvals for the System Upgrade Project was enjoyed by all in attendance.

Commmissioner Mach read the land acknowledgement.

Public Comment

None.

Minutes

Approval of the minutes from August 20, 2024 was moved by Commissioner Mach, seconded by Commissioner Mullins, and passed unanimously.

Vouchers

Approval of vouchers in the amount of \$4,667.67 and EFT in the amount of \$2,834.37 was moved by Commissioner Mullins, seconded by Commissioner Mach, and passed unanimously.

Approval of construction account vouchers in the amount of \$6,154.42 was moved by Commissioner Mullins, seconded by Commissioner Mach, and passed unanimously.

Meeting minutes

Scatchet Head Water District

Financials and Accounts Receivable

The financial statements and accounts receivable were reviewed by the Commissioners.

Review of Operating Reports

Operating reports were received from Devin Geiger of NW Natural Water.

Commissioner Lipoti discussed a number of operating issues with Nathan Driscoll by phone on 9/17/2024. Well depth measurements were taken in April (and billed in April) and taken again in August (billed in August). However no results were provided to the Commissioners. Nathan promises a report will be emailed to the Commissioners on 9/18/2024. Additionally, these readings will be taken twice a year – April and August. This is necessary because of the droughts we have been experiencing and the increased withdrawals from the aquifers on Whidbey Island.

Well #3 was not run during July and August. Nathan will make sure that it is run during September for some period of time to ensure that it is ready should it be needed.

The lead and copper work which the Commissioners had approved was only to check 10% of the connections for lead and copper. However, the state is requiring that 20% of the connections be tested if there are no records available demonstrating that there are no lead and copper in the system. Therefore, SHWD will receive a new estimate for 5 days of work to look at 86 connections. This report is required by October 16, 2024 so it is essential that this work be completed between now and then.

NW Natural has found a leak on the corner of George and Fidalgo. They will need to shut down half the town to fix it, so we will be sure to get notice to customers in the affected area so they can plan accordingly.

Hubble Court has not yet been paved.

Old Business

System Upgrade Project

The Public Works Board approved the reduced scope at their meeting on September 6, 2024. The Notice of intent to Award was sent out on September 11. The USDA has a requirement for a Pre-Construction Conference before proceeding, and SHWD will need attorney concurrence to sign the contract.

Action Items were discussed.

Emergency planning – things are going well with Curtis Price as the Emergency Planning

Meeting minutes

Scatchet Head Water District

committee

New Business

No new contract has been received from NW Natural Water.

Resolution 2024-9 appointing David Mullins and Dawn Wilson as Investment Officers was moved by Jaci Mach and seconded by David Mullins. Approved unanimously.

Resolution 2024-10 granting Jill Lipoti permission to sign the contract for the System Upgrade project on behalf of SHWD was moved by David Mullins and seconded by Jaci Mach. Approved unanimously.

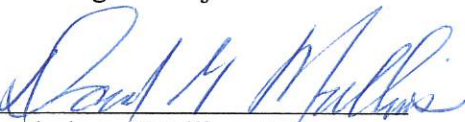
Resolution 2024-11 appointing fiscal coordinators for the PWB loan was moved by Jaci Mach and seconded by David Mullins. Jill Lipoti will be the fiscal coordinator, but both Dave and Jaci will be alternates. Approved unanimously.

Commissioner Mach is working on a Q&A document to be distributed to new homeowners in Scatchet Head. This was suggested by Maria on behalf of the SHCC, and there were a lot of great suggestions for what should be included.

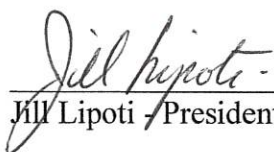
Purchase of the Storz connections was discussed. Tom Peterson will be paid to install.

A water shortage response plan has to be completed; still in progress.

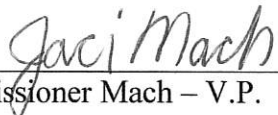
The meeting was adjourned at 8:40 PM.



Commissioner Mullins, Treasurer



Jill Lipoti / President



Commissioner Mach – V.P.