

Scatchet Head Water District

SCATCHET HEAD WATER DISTRICT (SHWD)
ISLAND COUNTY WASHINGTON

Minutes for March 19, 2024

7pm

MEETING PLACE

Scatchet Head Community Club Building, 3742 Driftwood Drive, Clinton, WA

IN ATTENDANCE:

Commissioner Lipoti
Commissioner Mach
Commissioner Mullins (by phone)

ABSENT:

None

ALSO PRESENT:

No representation from NW Natural Water

COMMUNITY MEMBERS IN ATTENDANCE

Tom Peterson
Cynthia Butler
Loretta Collar
Rick Collar
Jordan Boyer
Drea Boyer

The meeting was called to order at 7:01 PM by Commissioner Lipoti. Commissioner Mach read the Land Acknowledgement.

Public Comment

Extensive public comments about the incorrect water bills being issued, the flushing of the water system not going as planned, and low/no water pressure. The SHWD commissioners said that they hoped that Nathan Driscoll or other representative of NW Natural Water would be present to answer questions. However, as the meeting went on, it was obvious that no one was coming. Commissioners explained that the financial management had been changed to Branch Business Services, and that they planned to engage Branch for billing as well.

Members of the public requested that bills be able to be paid on line using either a credit card or bank transfer. Commissioners explained that Branch was pursuing a software company that would allow that to happen. After more discussion, the Commissioners voted to change the order of the agenda, and vote on hiring Branch Business Services for

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billing. The motion passed unanimously.

Minutes

The February 27, 2024 minutes were approved unanimously.

Correspondence

A notice was received from Island County requesting that the District clear the area around hydrants so that the mowers can see the obstacle and can avoid mowing near it.

Approval of Vouchers

The vouchers for the month were received. The vouchers for the operating fund totaled \$3,629.71. Moved by Dave Mullins, seconded by Jaci Mach, and passed unanimously. Commissioner Lipoti mentioned that no invoice for King Water was received in time for the voucher list. The reimbursement that Commissioner Mullins mentioned in the February meeting and noted in the minutes will have to be applied to the next billing period.

The vouchers for the construction account were received and total \$9,079.81. Moved by Dave Mullins, seconded by Jaci Mach, and passed unanimously.

It is also noted that there is a new procedure for reimbursement for Commissioners. Each Commissioner is to complete an Activity Report and submit it to Branch Business Services for inclusion on the bill list.

Review of Financials

Commissioner Mullins is the only person who can sign for wires and if he is not available, it is important to have backup. Commissioner Mullins moved and Commissioner Mach seconded a motion to approve Jill Lipoti, President and Jaci Mach, Secretary to sign for wire transfers at Heritage Bank. It was approved unanimously.

Financial reports are not available since there are discrepancies that must be reconciled.

Accounts Receivable

No report from NW Natural Water was received.

Operating Reports

No operating reports were received and no one was present representing NW Natural Water.

Commissioners expressed frustration that the flushing event on March 14 did not go as

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planned. There was poor communication on which streets were going to be flushed on Thursday vs. Friday. The flushing left residents with low/no water pressure. There was no report on the quantity of water used in flushing, even though it was metered. There was no report on the sizes of Storz connections that are needed for all of the hydrants.

Replacement of the valve on Whales Tail on March 5 was accomplished in a very professional manner. The new hydraulic drilling system worked well and avoided any disturbance of other utilities. All of the proper equipment was on the trucks and the replacement went smoothly.

Old Business

We are still awaiting the final permit before we can go out to bid for the project. A sign has been put up as required on Driftwood Drive and public comments are requested by April 20.

Action Items – see attached.

Radio Drill Statistics – see attached.

New Business

Leak Forgiveness – Commissioners voted to forgive \$265.75 for the homeowners on Fidalgo that had a leak.

Commissioners voted to forgive \$1,231 for the individual on Island Court that had a leak and squatters in his house.

Commissioners expressed frustration with NW Natural Water's lack of accountability on the billing and on reporting on operations. They will request a meeting with JJ Olson to discuss.

No quote has been received from Dylan at Jerry Beck Electrician for the replacement of the VFDs or a generator.

As discussed in the public comment section of the minutes, the Commissioners voted unanimously to approve Branch Business Services for billing. Resolution 2024-2 was passed to appoint BBS to represent the District in all financial matters with all banking establishments, the County Treasurer, and all vendors who may do business with SHWD.

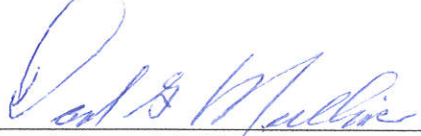
Commissioner Mullins offered to clean out the records storage area when he returns.

Commissioner Mullins will work with Sean Connelly to get the weeds cut around the hydrants, cut the blackberries behind the backwash pond, and mow the lawn when it needs it.

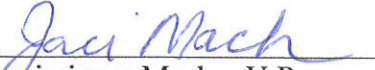
The meeting was adjourned at 8:11PM.

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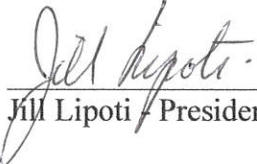
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Commissioner Mullins, Treasurer



Commissioner Mach – V.P.



Jill Lipoti / President