

# **Whidbey Island Water Systems Association**

## **General Membership Meeting Minutes**

**December 19, 2018**

### **I. Call to Order**

Jim Patton called to order the regular meeting of the Whidbey Island Water System Association General Membership Meeting at 5:00 pm on December 19, 2018 at the Coupeville Library. Attendees introduced themselves and gave the number of connections they represent.

### **II. Quorum Call**

Confirmation of a quorum was made.

### **III. Meeting Program-Availability and content of Community Emergency Response Team (CERT) Training**

**Chief H.L. Rusty Palmer (South Whidbey Fire and EMS).** “There will be an earthquake, Whidbey must be resilient and prepared to be unassisted for 4-5 weeks. Whidbey is number 29 on the list to receive assistance.” Chief Palmer’s opening statement. Palmer gave example of California Earthquake, water piping did well, the connections failed. Historic preparedness was to increase rigidity, but industry shows the softening systems is what works to be more resilient, concrete fractures, HDPE is flexible. Preparedness is key. Know which hydrants work for the system and the Fire Department. Discuss the recovery plan, what happens post event? Mitigation planning up front assists in recovery timeline. Chief Palmer can provide examples via email [chief@swfe.org](mailto:chief@swfe.org). The CERT program helps organize neighborhood preparedness, empowers and gives trainees the tools to effectively help in an emergency. Discussion took place topic include: The SWSMP includes an emergency preparedness chapter. Silt may be an issue. Well pumps may need to be left of until infrastructure integrity is assessed. Plumbing modifications ahead of time may be beneficial i.e. a connection installed at individual wells for water distribution. Generators were discussed.

### **IV. Pass the Word**

March Quarterly will be held Thursday March 14 at the Coupeville Library. WIWSA will bring AWWA one-day workshops to Whidbey in the spring and fall of 2019. Patton reminded members of the USDA Loan & Grant program and distributed the contact for the program administrator Darla O’Connor. Patton opened the floor to Jenifer Kropack, NW Regional Planner for DOH-ODW, recently returned to her office. Kropack discussed the importance of the SMSMP, Operations/Management responsibility and Financial responsibility and governance of small water systems she distributed a “need to know” guide for HOA board members and also a state breakdown of group A water systems by size and ownership type. Kropack distributed a survey to the members to gauge interest for future training topics.

### **V. Approval of Minutes from last meeting**

Jim Patton presented minutes as prepared by Randi Perry. A motion was made from the floor to approve September 18, 2018 General Membership Meeting Minutes, second from the floor, motion passed unanimously.

### **VI. Treasurer’s Report**

Bethel Hart presented the Treasurer’s Report. WIWSA has moved bank account to Chase. Great strides have been made to organize and simplify finances which will enable WIWSA to bring bookkeeping in house for 2019. Hart presented the 2019 Budget, scholarship has been added. A motion was made to approve the Treasurer’s Report, and the 2019 Budget, second from the floor, motion passed unanimously.

### **VII. Election of Directors: per Bylaws, Article V, Section 1. , & Article VII, Section 1**

Directors serve three-year terms to maintain five Directors. Bethel Hart and Randi Perry’s terms have expired. Both have agreed to continue to serve the association. A motion was made to reelect both for a three year term, second from the floor, motion passed unanimously.

### **VIII. Floor open for discussion –Questions re: water system issues & suggestions for meeting topics encouraged.**

Discussion took place regarding capital reserve studies, funding for water leakage, water use efficiency reporting, strategic and reserve planning, identifying cost and life expectancy “asset management” (coupled with engineering expertise), Who is in charge of Group B well information. Discussion about WIWSA resources on website.

### **IX. Adjournment** Jim Patton adjourned the meeting at 6:51 pm

Minutes submitted by: Randi Perry