

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
April 27, 2017
District Office, 772 E Chesapeake Drive, Shelton, WA 98584**

MINUTES

PRESENT: President M.A. Cary, Secretary A. Hospador, Commissioner D. McNabb, General Manager (GM) M. Jeffreys, Accounting and Administrative Services Manager (AAS) M. Carnahan.

CALL TO ORDER: The meeting was called to order at 1:00 pm.

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE:

- FROM: PNWS-AWWA RE: 2017 Emergency Preparedness Workshop on May 24th in Port Townsend.

PRESENT AGENDA: The agenda for the April 27, 2017 regular meeting was presented. *Commissioner McNabb moved to approve the agenda as presented. Commissioner Hospador seconded. Hearing no objections, the agenda was approved.*

MINUTES: The minutes of the April 13, 2017 regular meeting were presented. *Commissioner McNabb moved to approve the minutes. Commissioner Hospador seconded. Hearing no objections, the minutes were approved.*

REPORTS:

Commissioner Reports:

- Commissioner McNabb:
 - Presented article from the Seattle Times about Harstine Island.
 - Presented an article about breaking the 122-year-old Puget Sound rain record.

Emergency Preparedness Report: Commissioner Hospador will attend the 2017 Emergency Preparedness Workshop on May 24th in Port Townsend.

Financial/Administrative Report:

- Bills to Be Authorized: Voucher 2017-11, in the amount of \$230.46, was presented. *Commissioner Hospador moved to approve the voucher. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*

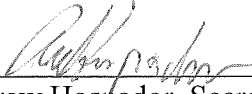
Manager's Report: a written report was presented (attached).

BUSINESS:

Newsletter Draft Review: The May/June 2017 newsletter was presented and reviewed.

The meeting was adjourned at 1:45 pm.

Respectfully Submitted By:



Andrew Hospador, Secretary

Approved at the Regular Meeting of the Board on: May 11, 2017

HARTSTENE POINTE WATER-SEWER DISTRICT
General Manager's Report
April 27, 2017

Water

1. The daily water production is running at approximately 50,000 per day. I will be continuing to manually supplement Well 1 from Well 2 on a daily basis until the Well 2 facility is online.
2. David has completed the meter reading for this billing period and has been correcting meter information anomalies in the billing software.

Drinking Water Treatment Upgrade

1. April 26, Posted water shutoff notifications effecting eight units on PDW between Promontory and Portage for the installation of the treated water to system valve for Well 2 treatment. If installation goes well this should be about two hours.
2. The new filtration equipment has been installed at the Well 2 site. The connection piping is scheduled for delivery Monday May 1st. The valves and other equipment are on site. The filter media has been installed. The tentative schedule is as follows.
 - a. 5/1 – 5/5: Fill and soak the filter vessels with chlorinated water; pressure testing of ATEC filter system; back washing the filter media; assembly and disinfection of piping system for raw water/filtered water/filter-to-waste/backwash piping and valves.
 - b. 5/8- 5/12: Sare to wire up actuated valves, flow meters, misc. devices not previously completed. 2KG to complete chemical feed tubing; metering pump piping; plumbing of chemical room makeup water supply piping.
 - c. 5/15: Get Evolution Controls onsite to begin field testing of panel for Well 2.
 - d. Depending on how that field testing goes we will then determine the appropriate time to request a formal meeting for the Operational Demonstration for RH2.
3. The insulation and plywood paneling at the Well 1 facility is 50% completed, the chemical room electrical conduit is nearly completed.

Well 1 Replacement

1. I am investigating less expensive engineering options for the completion of the well.

Sewer Collection

1. The new sewer line camera will be delivered Friday and during training we will be investigating known problem areas for appropriate repairs.
2. David and I were investigating sewer line jetting equipment to purchase and came across a pressure washer jetting conversion kit consisting of a portable hose reel, 200 feet of hose, 2 jetting heads and associated connection fittings. The price range of the similar sewer line jetting

equipment was \$5500 to \$6500. I purchased the pressure washer conversion jetting equipment for \$525.80.

3. Zephyr Excavation and Hauling replaced the sewer line at 189and 191Cuttysark.

Waste Water Treatment

1. The waste water operation has returned to normal due to the reduced amount of rain this month.
2. We have begun cleanup of the plant after the removal of the filtration equipment.

Customer Service

1. Assist with turning on the water for the new owner of 717 PDW.
2. Assist with turning off a stuck hose bib valve upon water turn on at an Island House on Promontory.

General District Business

1. The 2016 Consumer Confidence Report (Drinking Water Quality Report) has been completed and posted to the Districts web site.

Submitted by Mont Jeffreys