Camano Water Association
Board Meeting Minutes
September 16, 2025

Call to Order: Peter called the meeting to order at 9:26am, at the CWA office.
Roll: Board members present: Peter Turner, Larry Dearborn, Ross Michel, and Richard Mockler. Dave Weir was absent.
Staff present: Dan Peterson, Kaylee Williams, Andrew Turner, and Stephanie Hamilton.
Guests: Mikala Gammell and Alec Turgeon.
Members: None.

Mikala Gammell and Alec Turgeon are guests from Heritage Bank, invited by Ross Michel, to further discuss the Line of Credit with the CWA board. The Line of Credit is still being pursued by CWA, but nothing has been approved yet.

Approval of August Minutes: A motion was made by Ross Michel and seconded by Rick Mockler to approve the August Minutes. Motion passed.

Approval of August Finance Report: The August Finance Report and check register were in balance. Ross and Stephanie provided financial updates and information. A motion was made by Ross Michel and seconded by Larry Dearborn to approve the financial report as noted. Motion passed.

Ross Michel is continuing to work with Heritage Bank to investigate a Line of Credit (LOC) for CWA. Ross and Stephanie have begun working on the proposed budget for 2026.

Past Due accounts current status; 0 Lien
Liens for August Report: 0 Lien YTD, no new lien(s)

Homes sold YTD: Homes sold 26 + 7 in August; and Vacant lots sold YTD: 3 + 1 in August

Operations Manager's Report:
Treatment Plant – On August 18th, chlorine generator flow control valve failed. Valve was replaced with old stock that saved from the old chlorine generator.

On August 26th - 27th, ATEC Systems installed the new solenoid tree and control panel. Filter valves are now actuated by water pressure not air pressure.

Eight pallets of salt were delivered.

Source – Nothing to report.

Compliance Samples – Department of Health monthly (distribution) Bac-t (ND) None Detect.

Distribution – Double Check Valve Assemblies (DCVA) installed 628 = 54.2% of the system completed.
Endpoints replaced 793 = 68.4% of the system completed.
Fifty-Four installed this month (Sept). Eighty-two installed in (Aug)

Kaylee ordered CWA Vendor Badges and CWA Vendor Truck Magnets for the Operations Team and CWA's approved vendors.

Data Analytics Report by Andrew Turner:
Andrew talked during this meeting about the DCVA testing that is currently ongoing. As of the September board meeting, most of the testing had been completed. There are approximately 20 tests that remain, and Andrew is working with the testing company to finalize a date to wrap up the DCVA testing for 2025 in total. Andrew is having to generate some new letters to inform our customers of what they may need to change before the DCVA testing company comes back to revisit them for second (or in some cases, third) attempts to access properties.
The wells are looking good and as we head into the end of the year, consumption is falling off as we would typically expect. While 2025 started off slowly, and we had a good summer, the final couple of months will really define what the year ultimately looks like for us. However, the consumption that we've shown during the Summer have given us some reason to be optimistic regarding what our numbers will look like at the end of the year. It's not expected that the declining numbers moving out of the Summer will yield any surprising results.

New Business:

a. CIP Meeting Schedule – To discuss scheduling another CIP meeting with CWA Staff and Board. There was a CIP meeting previously on 6/30/25. Staff have received multiple saltwater intrusion calls (not in the CWA service area) and new DOH requirements. Dan would like to get additional information that is needed for such a meeting, and then he will reach out to staff and board to schedule.

b. Annual Meeting Schedule – 2024's annual meeting was held in Jan 2025 due to internal issues. Staff and Board have decided to go back to "normal" annual meeting dates, the first Saturday in November. 2025's annual meeting will be November 1st.

c. Board Member Handbook – The Board would like to table this. Rick is interested in working with Kaylee on rewriting some of the language. This is still in-process.

d. Dave Weir Resignation – Peter has asked to table this decision. He will communicate with Dave before the next board meeting for clarity.

Old Business:

a. Budget 2026 Planning – Stephanie and Ross are working on the 2026 budget. They will have a preliminary proposed budget for the annual meeting.

Office Report and Communications:

a. Checks are signed on Tuesday, September 30th by Dave and Ross.

b. Refer to Calendar – NA

c. Vacation Notices, refer to calendar

d. Input from audience – NA

Adjourned: Meeting adjourned at 10:31am. All board members approved.

Reported by: Stephanie Hamilton

Secretary: [signature]   **Date:** 10/21/25