

**Camano Water Association  
Board Meeting Minutes  
November 18, 2025**

**Call to Order:** Peter called the meeting to order at 9:31am, at the CWA office.

**Roll:** Board members present: Peter Turner, Ross Michel, Dave Weir, and Richard Mockler. Larry Dearborn was absent.

Staff present: Kaylee Williams, Andrew Turner, and Stephanie Hamilton. Dan Peterson was absent.

**Guests:** None.

**Members:** None.

**Approval of October Minutes:** A motion was made by Peter Turner and seconded by Rick Mockler to approve the October Minutes. Motion passed.

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

A Line of Credit (LOC) is no longer being pursued by CWA. This will be removed from upcoming agendas.

**Past Due accounts current status; 0 Lien**

Liens for October Report: 0 Lien YTD, working on 2 potential liens (certified letters, etc.)

**Homes sold YTD:** Homes sold 36 + 9 in October; and Vacant lots sold YTD: 4 + 1 in October

**Operation Manager's Report:**

The Operation Manager, Dan Peterson, quit his position effective immediately on 11/12/2025 AM prior to work hours. Dan did not create a report before this departure.

Peter Turner discussed Operations updates

A system break occurred on 11/13/2025. NW Natural Water helped to assist and fix this. Office staff, Board members, and NW Natural Water stepped in to work together to remedy this situation. Office staff attempted to notify Membership with updates.

On 11/17/2025, the office staff came into the office to find that the reservoirs were virtually empty. Over the weekend, a surge tripped out the power. The Operator did not leave the code for the SKADA control panel. Staff and Board were able to regain control over the system and rectify the situation.

**Data Analytics Report by Andrew Turner:**

During the meeting this month, Andrew mentioned that the DCVA testing had largely been finished. There were several outliers from the two previous rounds, and we're hoping to get them tested before the end of the year. All the currently installed units have been tested over the past two years, and only a handful had initial failures. As mentioned previously, there is a need to create some new DCVA-related documents to help meet the challenge of property access as the installation rate increases. Those will be worked on as time/need permits. The DCVA program is working very well for us, and we should get great protection at full build-out.

In regard to the wells, we're looking at consistently lower use for the later months of the year. Our summer was good for member consumption, but as usual, the consumption has dropped off quite substantially as we've entered the fall/winter period. At this stage, we're not expecting any surprises regarding recharge, but looking toward 2026 and beyond, we expect that we'll be able to continue meeting the water demands of our membership.

**New Business:**

- a. Operations Discussion – CWA will need to utilize NW Natural Water more often for assistance in the absence of an Operator or Field Tech. NW Natural Water will be helping CWA 3 times per week until further notice.

TJ Lurvey, who CWA has hired as an Operator on an as needed basis, has decided not to work with CWA as an Operator going forward. He will be removed from payroll and all contacts.

- b. NW Water (King) Contract 2026 – As discussed in the previous topic, CWA will change the contract with NW Natural Water from 2 days to 3 days a week and on-call responsibilities, starting mid 11/2025. We will need to further discuss the 2026 contract.
- c. Larry Dearborn's Resignation from VP – Larry Dearborn emailed his resignation as VP from the Board on 11/9/2025 PM, which was to be effective immediately.

**Motion: 2025-11-18-1: Motion to Accept Larry Dearborn's Resignation from CWA Board.** A motion was made by Ross Michel and seconded by Rick Mockler. All approved.

- d. Dan Peterson's Resignation from Operations - Dan Peterson emailed his resignation as Operator from CWA on 11/12/2025 AM, which was to be effective immediately.

**Motion: 2025-11-18-2: Motion to Accept Dan Peterson's Resignation from CWA Operator.** A motion was made by Rick Mockler and seconded by Ross Michel. All approved.

**Old Business:**

- a. Dave Weir Resignation – Dave Weir was in attendance and has decided to resign from the Board fully. He supports the current Board and Staff. Dave decided to give a verbal resignation.

**Motion: 2025-11-18-3: Motion to Accept Dave Weir's Resignation from CWA Board.** A motion was made by Ross Michel and seconded by Rick Mockler. All approved.

- b. Budget 2026 Planning – The budget will need additional adjustments due to the Operator's departure. Preliminary budget will be modified. The Board has agreed to cancel the landscaper and other items/vendors that staff can do in-house. CWA is still looking to hire a Field Tech who can take on a majority of work that was done by outside vendors. Stephanie and Ross will be in discussion and have a better drafted budget for 2026 at the December Board Meeting.

**Office Report and Communications:**

- a. Checks are signed on Wednesday, November 26th by Peter and Ross.
- b. Refer to Calendar – Thanksgiving 11/27 – 11/28 Office Closure
- c. Vacation Notices, refer to calendar
- d. Input from audience – NA

**Adjourned:** Meeting adjourned at 11:35am. All board members approved.

**Reported by:** Stephanie Hamilton

**Secretary:** 

**Date:** 11/12/25