

**Camano Water Association
Board Meeting Minutes
March 17, 2026**

Call to Order: Peter called the meeting to order at 9:30am, at the CWA office.

Roll: Board members present: Peter Turner, Ross Michel, and Richard Mockler.

Staff present: Kaylee Williams, Andrew Turner, Sage Ince, Fernando Pedroza, and Stephanie Hamilton.

Guests: None.

Members: None.

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

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

Past Due accounts current status; 0 Lien

Liens for February Report: 0 Lien YTD

Homes sold YTD: Homes sold 0 + 4 in February; and Vacant lots sold YTD: 0 + 0 in February

Front Office Report:

Members who have signed a payment plan, and who are following the payment and timeline agreement, are getting ahead of their past due balances. Next month, we will be sending past due and shut off notices.

Stephanie and Kaylee discussed a possible bylaw/policy change so that members cannot generate such high balances before they get a notice. Currently, shut off notices are sent when a member has not paid their bill for 3 billing cycles, or 6 months. Kaylee and Stephanie propose to consider adding a dollar cap that can supersede the 3 billing cycles delinquency.

Kaylee updated the CWA website to assist membership with the flush timeline.

Operation Manager's Report:

Potassium Permanganate – Water system running normal. Potassium Permanganate back on-line.

Back on-line and order new pump for pot perm.

Made adjustment on injection before filters.

TMG Services Inc. order new pumps to replace old pumps/outdated pumps for parts.

Blower Electric VFD – Meeting with Ackermann Electric.

Met with Ackermann Electric for VFD for 3 PH Blow.

Replacing reservoir seal due to blower.

VFD will help with speed on the blower to reduce air flow.

Proposal.

Control PLC – Meeting with Automation Electric.

Met with Svend/Automation Electric.

PLC board to be replaced – We have board.

Upgrade for PLC.

Washington Generators – Meeting with Washington Generators.

Replace generator at office with a new generator.

Service all generators.

Proposal for a new generator at Treatment Plant – old one works great but getting parts if getting harder to find (outdated).

TMG Services – Meeting with TMG Services – CL2 with training.

TMG cleaned CL2 tubes and rebuilt CL2 pump.

TMG cracked one of the CL2 tubes – TMG came back next day to replace tube at no cost on tube.

Trained on services they did for all units of MN and CL2.

Getting harder to find parts this is outdated.

Proposal for upgrade for new chlorine generator.

Flushing Water Mains and Locating Valve and Excising – Water main flushing and exercise valves.

Monticello reservoir took 3 days plus. Crestview reservoir took 1 day plus. Elhardt reservoir took 1 day.

Directional flushing.

Located most of the valves and exercised them but had a hard time locating some of the valves. Valves are buried and hard to find.

We will be going over all the flushing plan and combining them for a proper flushing plan.

Repairs from Flushing –

1431 Rainbow Ln. Clean up work.

1454 Sloan Pl. Clean up and 1.25 rock.

Motion: 2026-03-17-1: To approve Ackermann Electric's Quote to fully replace 3 blowers and all electrical materials for installation. A motion was made by Rick Mockler and seconded by Ross Michel. All approved.

Data Analytics Report by Andrew Turner:

In March, Andrew talked about the recovery of our wells, and how that is looking as we move closer to the months of typically higher consumption. As such, well field recovery seems fine for the time of year. As has been mentioned previously, well 6 has some production challenges, but so far in 2026, things are looking fine.

Andrew also talked somewhat about compliance tasks ahead of CWA for 2026. Work is ongoing on both monthly deliverables as well as our longer, more in-depth reporting tasks. As usual, CWA is positioned well for the months ahead of us.

New Business:

- a. Office Safety – Several weeks ago, CWA staff arrived at the office on a Monday morning to see two large boulders and a long tool laying outside of our main gate. It appeared that somebody had tried to break into the gate by using the boulders and long tool to pry the gate open. This was unsuccessful. CWA staff would like to propose multiple surveillance cameras at the office and treatment plant to capture all access points. Additionally, CWA staff have mentioned for several years that the foyer door and office door to the garage are not safe. The foyer door to the garage is a major safety concern. These doors need to be removed, locked, or blocked. Staff will reach out to companies and provide quotes at the next board meeting for front office door options as well as surveillance cameras.
- b. OnCall Policy Payment Schedule – The OnCall payment policy needs to be rewritten and clarified. The board will table this discussion for when we work on updating CWA's policies.

Old Business:

- a. CIP Pipe Status – Wilson Engineering is still working on a priority list for CIP pipe replacement. Fernando and Curt have been in touch. Peter has asked staff to set up a virtual meeting with

Curt and the staff/board to discuss where the project is and what the scope looks like now. Stephanie and Kaylee will work on setting up this appointment.

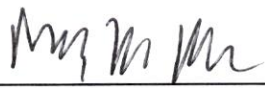
- b. NW Natural Water (King) Contract 2026 – Starting 4/1/26, the new contract will reduce NW Natural down to 2 days a week. We still need NW Natural for an Operator with DOH. Fernando is going to a WPTO class before he takes his test. NW Natural's legal will not allow a 30-day clause to cancel/edit the contract, but the 60-day clause is still there and will be sufficient.
- c. Condo Pricing Update – Kaylee did fix the condo pricing issue. Wrong resolutions were entered for High and Low meter reads. This has been resolved.
- d. Policy Review Planning – The board will table this discussion for now, but we hope to revisit this topic to review all current policies in the next couple of months.

Office Report and Communications:

- a. Checks are signed on Tuesday, March 31st by Rick and Peter.
- b. Refer to Calendar
- c. Vacation Notices, refer to calendar
- d. Input from audience – NA

Adjourned: Meeting adjourned at 10:43am. All board members approved.

Reported by: Stephanie Hamilton

Secretary: 

Date: 4-21-2026