

**Camano Water Association
Board Meeting Minutes
April 21, 2026**

Call to Order: Peter called the meeting to order at 9:25am, 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: Dorothy Turner.

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

Approval of March Finance Report: The March 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.

Front Office Report:

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

Liens for March Report: 0 Lien YTD

29 past due letters and 4 lien letters were mailed out. There is approximately \$29,000 in outstanding past due and lien notice accounts, and approximately \$7,500 of this total is in lien notice accounts alone.

In September 2025, CWA added a disclaimer on our title correspondence forms stating that "Starting Sept 1, 2025, an admin fee of \$75 per property will be billed to the title company for any final payments/docs not received in closing documentation." Staff did have to enforce this in March 2026, and Chicago Title did pay CWA the admin fee. CWA hopes this will incentivize title companies to communicate properly and create cleaner, and complete, closing packets.

Office staff recently dealt with a prospective member who had questions regarding the Cross Connection Control Program (CCC). This prospective member was supplied with all CWA minutes, agreements, and DOH literature. The Board backs up and agrees with the office staff's actions and the CCC implementation plan set in 2014/2015. The Board have requested that office staff create additional updated CCC documentation to add to our website.

CWA member, Del, dropped off a packet he requested that CWA board and staff review. This packet is a 2-phase proposal called Restoration Church Sport Field Plan which is to create a new field for youth sports. They are asking for water donations. The math for water needed is approximately 600,000 gallons per week. The board declined to donate water at this time. If we receive any updates from Del on this proposal that may change CWA's decision, we will revisit at that time.

Operation Manager's Report:

CWA Water System – System is normal.

Treatment is working well with great results.

Testing Filters – Getting good result for treatment.

Samples from Eurofins test results and compared with our testing; good.

Testing goes in before filters, after filters, and from reservoirs.

Ackermann Electric – New VFD drive for blower and new heater for bathroom.

New VFD drives are running at 45hz. Old drive was running at 60hz. (Hz = Hertz)

New Hookup, DCVA Installation and New Grills for Blow Installed – New hookup on Teresa St. with a road bore from Trico Construction 314 & 316 Teresa St.
Installed 3 new DCVAs, one drop in and the other 2 retro fit.
New grills for blower installed and cleaned filters.

Security Systems / Cameras – Meeting with Everon Security.
Meeting with Bay Alarm.
Estimates.

Well #5 and Crestview Reservoir – Estimate trees removal (Sauve & Sons Tree Work) \$2,452.50.
Estimate fence repair (Valley Fence) \$2,311.44.
Need approval.

Motion: 2026-04-21-1: To approve quotes from Sauve & Sons Tree Work and Valley Fence. A motion was made by Ross Michel and seconded by Rick Mockler. All approved.
These costs are within Fernando's pre-approved monthly operations spending limits. Fernando did want to get this approved through a motion so that the board could continue to be aware of operations' decisions. The board was appreciative of the open communication.

Data Analytics Report by Andrew Turner:

When Andrew presented during the April Board Meeting, he mentioned that Compliance tasks for 2026 were ongoing. There had been some compliance needed (and completed) in January, and some tasks (besides the regular monthly submissions) were on schedule to be filed by the end of the month. Work is ongoing to the DCVA install project, and we are making fair progress toward full system build out. We are currently looking to engage our DCVA testing company for our 2026 needs. We expect that we'll be conducting testing in June or July of 2026 (with follow-up engagement as necessary). Andrew remains confident the current testing company will be able to handle our needs into the future.

In 2026, the Wells seem to be continuing to replenish as expected, in the period before our peak demand, which will we expect to start fairly quickly. As mentioned previously, Well 6 is the site we're monitoring most closely of the three we consistently monitor. As mentioned before, performance has been decreasing for some time, and we may need to change the position of it within our Bonnie Lane property sometime in the not-too-distant future.

Old Business:

- a. Office Safety – At March's board meeting, CWA staff recommended a more safe and secure front office and foyer area. Staff also recommended security cameras at all facilities. The board asked staff to investigate options.

Staff received a quote from Absolute Remodel & Repair to properly remove the foyer door to the shop, replace the front office door to be residential grade, sheet rock and paint the area.

Motion: 2026-04-21-2: To approve quote from Absolute Remodel & Repair. A motion was made by Ross Michel and seconded by Rick Mockler. All approved.

Staff received 2 quotes for security cameras at the CWA office and shop and at the Treatment Plant. Bids received were from Bay Alarm and Everon. Staff recommended to the board the Bay Alarm bid as this was more cost effective and we already use Bay Alarm for our alarms.

Motion: 2026-04-21-3: To approve quote from Bay Alarm for security cameras at CWA office and at Treatment Plant. A motion was made by Rick Mockler and seconded by Ross Michel. All approved.

- b. CIP Pipe Status – Wilson Engineering is still working on a priority list for CIP pipe replacement. There was no update for this meeting, but we will have an update for April.

Office Report and Communications:

- a. Checks are signed on Thursday, April 29th by Rick and Ross.
- b. Vacation Notices; refer to calendar
- c. Input from audience – NA

Adjourned: Meeting adjourned at 10:35am. All board members approved.

Reported by: Stephanie Hamilton

Secretary:  _____

Date: 5/19/20