

**Camano Water Association
Board Meeting Minutes
August 20th, 2026**

Call to Order: Peter called the meeting to order at 6:00pm, at the CWA office.

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

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

Guests: None.

Members: Mike Koontz, Jim Pearson, Dorothy Turner.

As a reminder – the July Board Meeting was cancelled.

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

Approval of June and July Finance Report: The June and July Finance Reports and check registers 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: 19 + 3 June & Lots sold YTD: 0 + 1 June

Homes sold YTD: 22 + 0 July & Lots sold YTD: 1 + 0 July

Liens for June and July Report: 0 Lien YTD

Kaylee received feedback from Membership that they would like to see more from CWA of promoting water conservation. Kaylee will create conservation signage, and CWA will revisit in early 2027 if additional signage would be needed. Kaylee will also put a message on the CWA website promoting water conservation.

The main office's printer/copier (Konica) lease agreement is coming up in September. Kaylee and Stephanie have recommended that CWA purchase a printer/copier outright vs. leasing. Kaylee has talked with multiple companies who assist with purchasing and leasing office equipment. The company chosen would assist with the return of the Konica and the installation of the new equipment. They would also provide inks and other supplies, as needed.

Stephanie has been scanning 70+ years' worth of CWA documentation since 6/2025. To date, she has scanned over 152,000 documents/items. She is scanning the oldest boxes first as the paper and ink are disintegrating and she is trying to preserve as much of the history as possible. Many older documents are moldy and very dirty. She backs up the computer onto a hard drive every business day. Peter recommended another Archive to be placed in a fireproof area. Stephanie will purchase another hard drive and have one in the safe.

Operation Manager's Report:

CWA Water System – System is normal.

Treatment is working well with great results.

Sampling and Testing Filters – Getting good result for treatment.

Samples from Eurofins test results/coliform, lead & copper, and asbestos.

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

Potassium Permanganate Vat – Used vat for potassium permanganate (PP).
New mixer for PP vat.
Tested and adjusted chemical dosing.

DCVA Replacement – Replaced 5 DCVAs (double check valve assembly / backflow device) for the month of July.

Data Analytics Report by Andrew Turner:

For the August Board meeting, Andrew mentioned that Compliance tasks (for the earlier part of 2026) were finished by their respective deadlines. As always, finalized reports have been posted to the website, and some paper copies are held at the office for interested customers. The DCVA testing is ongoing throughout August, and initial testing should be completed by the 30th. Though the dates are not yet finalized for any follow-up work, Andrew is confident that the relationship CWA has with the testing company will continue to be advantageous as we move ever closer to full build-out.

The wells (to this point in 2026) are not signaling any issues that need immediate attention. As we continue moving toward our high consumption period, we seem to be well positioned to meet our community's water needs. Currently though, we have no immediate concerns to deal with regarding supply. It is unknown at this stage what kind of consumption we'll ultimately see during the remaining summer period, but should the weather remain warm, we'll likely be in a good position to see some good income for 2026.

New Business:

- a. Board Meeting Date/Time – To better accommodate the staff and current and prospective board members. The current board and staff would like to keep board meetings within the CWA office's business hours. Kaylee and Stephanie were asked to reach out to all staff and board members, current and prospective, to get everyone's preference. Kaylee and Stephanie will email everyone with the next board meeting date/time once all submissions have been received.

Old Business:

- a. CIP Pipe Status – Wilson Engineering's team is surveying the properties and locations of the projects to create a base map before the pre-design phase begins. Staff hope to have updates and more information to share with the Board at the September board meeting.
- b. Board of Trustees – Jim Pearson and Mike Koontz have both submitted Board Questionnaires and have expressed interest in joining the CWA board. A special meeting with current board members will take place on 9/15 at 9am at the CWA office to vote these two prospective members onto the CWA board.

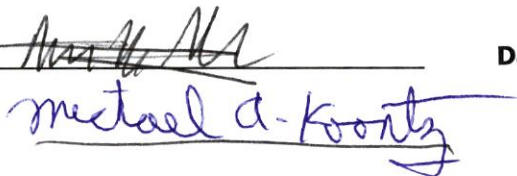
Office Report and Communications:

- a. Checks are signed on Monday, August 31st by Ross and Peter.
- b. Refer to Calendar – Office will be closed on 9/7 for Labor Day
- c. Input from audience – The board will vote 9/15 on new board members Jim Pearson and Mike Koontz.

Adjourned: Meeting adjourned at 7:10pm. All board members approved.

Reported by: Stephanie Hamilton

Secretary:


Michael A. Koontz

Date:

9/17/26