



**Meeting Minutes**  
**Silverdale Water District—Large Conference Room**  
**April 12, 2018**

**Meeting Called to Order:** Jason Nutsford (KPUD) called the meeting to order at 10:06 AM and introductions were made.

**Minutes:** Thomas Hunter (City of Port Orchard) moved to approve the meeting minutes from February 8, 2018. Jason seconded. The motion passed unanimously.

**Treasurer's Report:** Diana Temple (SWD) reported that the current account balance is \$3,309.30 with no outstanding debits. The total expenses for this year's Home and Garden Show amounted to \$1,395.62.

**Task Force Reports:** None.

**Old Business:** None.

**New Business**

Rob Robinson (North Perry Water) demonstrated the software program *Lucity* to the group and showed how North Perry Water District uses it to manage their assets as well as track inventory, man-hours, and service orders. Rob invited anyone who would like a more in-depth tour or demonstration of North Perry's asset management program to contact their office. AWWA also offers training sessions that can be helpful in implementing an asset management program.

**Discussion Items**

*Retirements*

- Kathleen Cahall (City of Bremerton) will be retiring in June after 27 years with the City.
- Nancy Parrott (Spectra Laboratory – Kitsap) announced that she will be retiring at the end of April after 20.5 years with the lab, formally Twiss Analytical. She introduced her replacement, Dorothy Breen.

*WaterPAK's Anniversary*

- Kathleen announced that WaterPAK's 25<sup>th</sup> anniversary is in May of this year. In lieu of our normal monthly meeting, there will be a celebratory BBQ at Jarstad Park on May 10<sup>th</sup>. Kathleen will be giving a 20-minute presentation at the BBQ on "The Role of Career and Technical Education in the Water Profession." Diana will send out an email asking for responses from those who plan to attend.

*Bylaws*

- Jason asked the group to review the current WaterPAK Bylaws that Diana emailed out to everyone. If any changes are needed, please make notes for discussion at our June meeting.

*Associate Memberships*

- The group unanimously accepted the motion to create an associate membership for non-water utility members, effective immediately. The annual dues will be \$50, which will not be owed until 2019.



### *Foster/Hirst Decision*

- Thomas reported that the Foster Case plans on working closely with the tribes – let Thomas know if you would like to be a part of the conversation.
- Thomas mentioned that Foster relates more to water purveyors, while Hirst is more on a county scale.
- Bob Hunter (KPUD) pointed out that decisions must be unanimous and we are fortunate that Kitsap County has one of the Pilot projects.
- Kathleen asked when the committees plan on getting together; Bob says that they still need to hire a lead.
- Bob agrees that the two aspects are connected.

### *Department of Health – Office of Drinking Water Update*

- Diana read a report from Jocelyne Gray (DOH – ODW) who was not able to attend the meeting:

#### Funding

- DWSRF funding will only offer emergency loans and construction loans this year. Emergency funding is available year-round. Construction cycle will open October 2 and close November 30, 2018. Construction funding will be about \$12M. Guidelines will come out this summer. Along with DWSRF loan, Water System Acquisition and Rehabilitation Program (WSARP) grant funding is available this year, \$5M. Group A community systems that are looking to acquire another system can apply. ODW is still working on the guidelines for this program. Guidelines will come out this summer. This funding is full grants; cycle is open October 2 through November 30, 2018.
- Public Works Board has emergency funding available.

#### Digital Submittals of Service Area Coordinators

- These will occur during Water System Plan updates and be reviewed by the Regional Planners.
- Fern Schultz (DOH – ODW) added that, for a system to get approved for WSARP funding, there must be a physical (construction) element to the project. She elaborated that the consolidation SRF loan offers 50% forgiveness.
- Bob Hunter (KPUD) pointed out that health and safety are at the top of the DOH's priority list.

### *Science Fair*

- Kathleen talked about the State Science Fair that is held in Bremerton each year where students receive prizes, awards and scholarships for their projects.
- The group discussed the idea of WaterPAK sponsoring a small award, around \$50, for a student who presents a water-related project. A WaterPAK member should be the judge for this award.
- Kathleen will find out more about the guidelines and rules for award sponsorship and report at the June WaterPAK meeting.

### *Shake-Alert*

- Morgan Johnson (SWD) gave an overview of the ShakeAlert earthquake early warning system, which was developed by the USGS to give a 10-second advanced warning of earthquakes.
- A ShakeAlert presentation is tentatively scheduled for the June meeting, to be given by Dan Ervin and Rick Harbert of Varius, Inc.



**Adjournment:** With no further business to discuss, Thomas moved to adjourn the meeting at 12:08 PM.  
Joel Purdy (KPUD) seconded.

Respectfully Submitted,

Diana Temple  
WaterPAK Secretary/Treasurer