



**Meeting Minutes**  
**Silverdale Water District – Large Conference Room**  
**April 11, 2019**

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

**Minutes:** Shawn O’Dell (WA Water) made a motion to approve the minutes from the March meeting. Jason seconded. Minutes approved.

**Treasurer’s Report:** Jessica Williams (Silverdale Water District (SWD)) reported that the current account balance is \$3,349.04. It was also reported there are 5 outstanding invoices totaling \$1,150.00.

**Task Force Reports:**

- Public Outreach:
  - Christy Shipman (City of Bainbridge Island) reported: The 2019 Water Festival is April 16<sup>th</sup>. Over 1100 Kitsap 3<sup>rd</sup> and 4<sup>th</sup> graders will spend the day learning about the water cycle, fish and wildlife habitat, and using water resources wisely. Mark Morgan (KPUD) will man the WaterPAK exhibit booth, educating kids on the water cycle.
  
- Legislative:
  - No report
  
- Conservation:
  - No report
  
- Cross-connection:
  - Discussion on Cross-Connection status: Upcoming conversation at June meeting with Bill Bernier, Operator Certification and Training Sector Manager with WA DOH ODW. Future task force discussion on cross-connection; send rep from organization to talk about their process. Thomas Hunter (City of Port Orchard) discussed his current district issues with cross connection and felt it would be beneficial to learn what other companies are doing and their processes – how they integrate with other software. Shawn also feels this would be beneficial. Jason would like to have the discussion in June with Bill, followed by a group get-together to learn from each utility. Discussion regarding self-testing ensued.
  
- Mapping/GIS:
  - No report

**Old Business:**

- None.

**New Business:**

- None.



## **Discussion Items:**

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

- Jocelyne Gray (WA DOH ODW) introduced Kay Rottell (WA DOH ODW) as the new Assistant Regional Manager. Kay, who has been with the Department of Health for 11 years, talked about the different programs she has been involved in.
- Kay discussed the latest DOH updates:
  - SW Reg. office is moving again at the end of April.
  - Sampling project it is on hold due to policy decisions. There is no timeline as to when it will move forward. Conversation ensued regarding the affected regions and what policies are areas of focus.
  - Updated the drinking water WAC, listed out online meters at surface water treatment plants, removed and updated to EPA approved meter.
  - Nick Fitzgerald new regional engineer, Conner Lockwood - engineer in-training. Looking at surface water reports, WFI updates.
  - Almost finished water system design manual. Draft still available, finishing formats and edits. There are significant changes.
  - Water System planning manual update – available later this year. New manual will reference current documents.
  - America's water infrastructure act passed in 2018. Includes information on lead reduction in schools. Start enforcing the lead and copper rule. Required to follow timeline schedule moving forward.
  - Budget proposals being evaluated. Feasibility grants returning is potential possibility they will be competitive based on health of system. Morgan Johnson (SWD) questioned the parameters for the approval and what the money can be used for. Discussion about how the approval process worked in previous years. WALT program online is where you will submit all of the documents.
  - Operators Certificate renewal process is now 100% paperless.
  - Deadline for 2018 annual summary report of cross connect due April 30, 2019.

### *Kitsap Public Health District*

- Jason asked for Melina Knoop (Kitsap Public Health District) to discuss Denial of Service and how that process works. Melina outlined the process used in the denial of service. Noting when the service is denied the Health District does not hear the appeal, they are coordinating the process, not the decision makers. Morgan spoke on the appeal process, recommended WaterPAK set-up a meeting for WUCC to identify the new members and review the CWSP. Angela Gallardo (Kitsap Stormwater) discussed the idea of a centralized shared GIS that the public could see, noting when a change was made it would change the map.

### *State Science Fair*

- Shawn reported on the recent state science fair in Bremerton. WaterPAK was able to judge the projects on their own and spoke individually with the kids. He and Jason chose a project from the 1<sup>st</sup> – 6<sup>th</sup> grade group. Jason spoke about the recipients of the awards. Shawn would like WaterPAK to continue to annually budget for Science Fair awards. Jason read Diana's notes about the project that was chosen from the 7<sup>th</sup> – 12<sup>th</sup> grade category. Morgan mentioned having a budget for future awards. Jason will present it and get it added to the budget.



*General Discussion*

- Thomas reported the WUCC has met and discussed talking points regarding King County's decision to charge rent on any public utility in the right of way. Once completed Thomas will share. Also, reported the DOE has been put on notice by the WUCC if issues continue there will be legal action. Thomas reported on the water shed planning process. Shawn inquired about the WUCC meeting. Thomas will send out information.
- Angela Kaelin (Spectra Laboratories) mentioned beginning May 1, 2019, all invoices and reports generated from Spectra Laboratory will be electronically delivered. Conversation ensued on the digital process.
- Morgan reported on construction projects in Silverdale Water District. County driven projects are continuing, noting the Old Town project replacing main for potable water and recycled water, over a two year time frame, and Ridgetop traffic calming and storm water. SWD has 57 pending active and future projects happening.
- John Tapia (West Sound Utility District) reported on WSUD's capital projects and well rehabs.
- Kathleen Cahall, former Water Resources manager for the City of Bremerton, will be receiving a lifetime achievement award May 15<sup>th</sup> at 5:30 PM at the Norm Dicks building in Bremerton.

**Adjournment:** With no further business to discuss, Jason adjourned the meeting at 11:50 AM.

Respectfully Submitted,

Jessica Williams  
Silverdale Water District