



**Meeting Minutes**  
**Virtual – via Zoom**  
**November 12, 2020**

**Meeting Called to Order:** Jason Nutsford (Kitsap Public Utility District (KPUD)) called the meeting to order at 10:05 AM and introductions were made.

**Minutes:** Jacki Brown (City of Port Orchard (COPO)) made a motion to approve the minutes from October. Shawn O’Dell (WA Water) seconded. Minutes approved.

**Treasurer’s Report:** Diana Temple (Silverdale Water District (SWD)) reported that the current account balance is \$3,663.93. One of the two outstanding dues payments was received in October for \$50. Additionally, the WaterPAK petty cash, which has been kept at Silverdale Water, was reconciled and deposited into the account in the amount of \$6.87.

**Task Force Reports:**

- **Public Outreach:** Diana reminded everyone to send Martha photos from their specific utilities/agencies for the WaterPAK website homepage.
- **Legislative:** Jason read through an email he received from the PUD Association that reminded members about the current open comment period on the DOE’s report from the agency’s Advisory Group on Water Trust, Banking, and Transfers. The group agreed to ask a representative from DOE to speak to WaterPAK about the projected changes to water rights laws. Jason will reach out to Ria Burns at the Department of Ecology.
- **Conservation:** None.
- **Cross-connection:** None.
- **Mapping/GIS:** None.

**Old Business:**

*Kitsap Public Health District*

- Jason reminded the group that Kim Jones (Kitsap Public Health District) would like an email contact for each utility for correspondence about private wells.

*CARES Act Funding*

- Jason clarified previous comments about the types of reimbursement expenses that the CARES Act will cover. There are two avenues to receive funding: FEMA & Washington State. Brandy Milroy (Mason County PUD #1) talked about her utility’s partnership with neighboring PUDs to receive funding. Discussion ensued.

**New Business:**

*Long-Range Planning for Utilities & Agencies*

- The group discussed where they see their utilities/agencies in 20 – 50 years. Cami Apfelbeck (City of Bremerton (COB)) expressed that the COB is beginning to sense the urgency and necessity of implementing a recycled water program. With restrictions on water rights becoming more prevalent, there is concern about keeping up with projected population growth in Kitsap County.
- Jacki talked about the jointly-owned wastewater treatment plant between COPO and West Sound Utility District (WSUD). Jacki added that the Puget Sound Regional Council’s “Vision 2050” predicts that Port Orchard will see a population increase of over 40,000 in the next 30 years.
- Sid Williams (SWD) gave an overview of Silverdale Water’s recycled water program.



- Jason mentioned that KPUD has looked into recycled water and how to regionalize it. They have also been looking into partnering with County Parks to release water on fields for aquifer recharge. It was added that water rights are great to possess, as long as there is available water in the aquifers.
- KPUD is also looking into developing more interties with neighboring utilities.
- The group talked about bringing other agencies, such as the tribes and building associations, into long-range planning discussions.

**General Discussion:**

- Jason reminded the group that the Governor has extended his proclamation restricting large in-person meetings.
- Cami reported that COB is upgrading all of their meters to radio reads. They are also in the process of converting their billing to monthly. Jacki and Sid mentioned that their utilities are in the process of upgrading all of their meters to touch-reads. Rob Robinson (North Perry Water District) mentioned that his utility has moved away from Sensus and is now using Badger-brand meters. Discussion ensued on meter reading equipment and capabilities.
- Cami talked about electricity generation for utilities.
- Jason asked if utilities put the exact meter read date on customer's bills. Discussion ensued.
- Jason gave an update on the Coordinated Water System Plan (CWSP) appeal that is currently ongoing. Discussion ensued on the election of officers for the Water Utility Coordinating Committee (WUCC).
- Jacki thanked Jason for getting boundary maps for WSUD and City of Port Orchard.
- Jacki asked that WaterPAK appoint a liaison to attend the Piece County Co-op meetings. Cami suggested that both Zoom meetings be combined periodically to discuss applicable subjects. The group discussed the logistics of changing the day and/or time of monthly WaterPAK meetings.

**Adjournment:** With no further business to discuss, Jason adjourned the meeting at 12:15 PM.

Respectfully Submitted,

Diana Temple  
WaterPAK Secretary/Treasurer