



Meeting Minutes
Virtual – via Zoom
August 12, 2021

Meeting Called to Order

Chairperson Shawn O'Dell (WA Water) called the meeting to order at 10:02 AM and introductions were made.

Minutes

Jacki Brown (City of Port Orchard) made a motion to approve the minutes from the June meeting. Vice-Chairperson Jason Nutsford (Kitsap Public Utility District (KPUD)) seconded. Minutes approved.

Treasurer's Report

Diana Temple (Silverdale Water District (SWD)) reported that the current account balance is \$7,311.78. There is one outstanding dues payment from a utility member. Diana will reach out again to this member. Jacki made a motion to accept the treasurer's report for August. Joel Purdy (KPUD) seconded. Following no discussion, the motion passed and the report was accepted.

Old Business

- None.

Regulatory Agency Reports

- WA Department of Health – Office of Drinking Water (WA DOH ODW)
 - Jocelyne Gray (WA DOH ODW) reported that the Southwest office is currently short-staffed. Staff plans to return to the office part-time next year. All submittals should be sent electronically to swro.admin@doh.wa.gov. Sanitary Surveys are being prioritized. Those labeled high-priority include systems with compliance issues, health and safety projects, and DWSRF projects. Contact Jocelyne with any questions. Brandy Milroy (Mason County PUD 1) asked about a financial contact. Corina Hays (corina.hayes@doh.wa.gov) is temporarily responding to financial correspondence until the position is filled permanently.
- Kitsap Public Health District (KPHD)
 - Kimberly Jones (KPHD) reported that the KPHD office is now open. They are working on sanitary surveys; contact Kim for scheduling. Plans go to DCD after being reviewed by KPHD. Kim added that small water system files are available to borrow.
- Department of Ecology
 - No report.

Task Force Reports

- Public Outreach (*Primary Contact: Lisa Campbell, lisa.campbell@ci.bremerton.wa.us*)
 - a. Diana reported: Kitsap Building Association's Fall Home & Remodel Expo will be taking place in October. WaterPAK will not have an occupied booth, but may set out a table with literature.
- Legislative (*Primary Contact: Mike Pleasants, mpleasants@swd16.org*)
 - a. No report.
- Conservation (*Primary Contact: Diana Temple, dtemple@swd16.org*)
 - a. No report.
- Cross-Connection Control (*Primary Contact: Courtney Little, c.little@northperrywd.org*)
 - a. No report.



- Mapping/GIS (*Primary Contact: Jim Hershberger, jhershberger@calwater.com*)
 - a. Jim Hershberger (WA Water) gave an overview of the Taskforce's progress, which includes a strategy for data correlation in a common hub. Data can be shared online to those who have an ArcGIS login. Katrina Harris (KPUD) elaborated on the available technologies for field staff. Shawn and Jim discussed involving Kitsap County Public Works in their GIS discussions, specifically concerning water mains and roadways. Joel mentioned that KPUD's most up-to-date map for wellhead protection areas is from 2005. This is quite different than what is available on DOH's website. They are currently working to update both maps. Katrina stressed the important of creating an "811" layer for wellhead protection areas. Monitoring wells are historically not included in this layer because they do not have lateral pipes. Plans are in place to create a web app to show all layers.
- Shared Resources (*Primary Contact: Rob Robinson, r.robinson@northperrywd.org*)
 - a. Shawn recommended utilities reach out to one-another for PPE
- Emergency Management (*Primary Contact: Jeannie Screws, jscrews@swd16.org*)
 - a. No report.

Meeting Topics

Impending expiration of the Shut-off Moratorium: how utilities plan to collect late fees, handle shut-offs, and make payment arrangements

- Jason asked what utilities are doing in preparation of the upcoming shut-off moratorium on September 30. Martha Hesselein (SWD) mentioned that SWD is putting notifications in several publications which encourage renters to look at the KCR site and 211. They are still finalizing the shut-off procedure, but she hopes they will do a rolling shut-off schedule. Shawn mentioned that WA Water may not start their shut-off process until November/December. Fern Schultz (WA DOH ODW) advised the group to view the DOH's website for more information about shut-offs. Utilities can begin their notification proceedings now with potential shut-offs scheduled for October 1st. The Governor's office expects utilities to set up a 12-month payment plan for customers needing assistance. There will be Federal Low Income Household Water Assistance Program (LIHWAP) training on August 19th. Discussion ensued.

Drought: local impacts on groundwater wells and surface water reservoirs

- Lisa Campbell (City of Bremerton (COB)) reported on COB's surface and ground water levels. Levels are currently stable, but they are being continuously monitored.
- Joel talked about the monitoring wells around Kitsap County. Some wells are down, but nothing abnormal. Some well pumps are staying on for long durations of time. Joel shared a chart showing the tank level for Island Utility. In early August, KPUD sent out letters to Island Utility customers, asking everyone to cease outdoor watering until further notice. Within three days, the normal tank operating level was restored and customers were allowed to water every other day, except Mondays. Jocelyne asked if any utilities are struggling to find chemical supplies for chlorine. Discussion ensued. Rob Robinson (North Perry WD) talked about a tentative trucker strike that may affect chlorine delivery.

PSE's new innovative devices: Using battery power during power outages

- Shawn talked about PSE's auxiliary power pilot program on Bainbridge that would involve lithium batteries. It was recommended to call PSE for more information.



General Discussion

- Jim mentioned the emergency management steps WA Water is taking to prepare for the upcoming heatwave. This includes all of the heat-related issues that can occur to infrastructure and resources. Jacki talked about Port Orchard's steps to protect their employees from the excessive heat.
- Discussion ensued concerning employee vaccination status. Jason asked if any utilities or agencies are requiring their employees to be vaccinated. KPUD is asking employees to show proof that they have been vaccinated or they must sign an attestation form. Shawn shared that vaccines are not currently mandatory at WA Water, but a \$200 bonus is offered to those who are. Rob stated that North Perry recommends vaccines, but does not require them. Employee travel restrictions and the CDC's hotspot webpage were discussed.

Adjournment: With no further business to discuss, Jacki made a motion to adjourn the meeting. Jason seconded. Meeting adjourned at 11:55 AM.

Respectfully Submitted,

Diana Temple
WaterPAK Secretary/Treasurer