



Meeting Minutes
Virtual – via Zoom
October 14, 2021

Meeting Called to Order: Chairman Shawn O’Dell (WA Water) called the meeting to order at 10:01 AM and introductions were made.

Minutes: Jacki Brown (City of Port Orchard) made a motion to approve the minutes from August’s meeting. Vice-Chairman 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 \$7,805.78. All 21 dues payments have been collected for the year, for a total income of \$4,450.00. Jacki made a motion to accept the Treasurer’s report for October. Jason seconded. Following no discussion, the motion passed and the report was accepted.

Old Business

- Shawn spoke with Kevin Odegard of Northwest Water Systems (NWS) about rejoining WaterPAK. NWS would like to join in 2022.

Regulatory Agency Reports

- WA Department of Health – Office of Drinking Water (WA DOH ODW)
 - Jocelyne Gray (WA DOH ODW) reported: Staffing shortages within the Office of Drinking Water. The new director will be Holly Myers. Kay Rottell is the new Deputy Director. The Assistant Regional Manager position is currently vacant. Jocelyne is the acting replacement at the moment. DWSRF program manager should be announced soon. Several other positions have been recently filled. Beginning next week, there will be three vacant engineering positions within SWRO. COVID response was discussed.
 - DWSRF cycle opened October 1st. \$80M available. Applications are online and are due November 30th. Water System Plans must be approved by November 30th in order to be eligible. Brandy Milroy (Mason County PUD 1) asked if Water System Plans and Projects can be submitted simultaneously. Yes, they can. Next year, around \$100M will be available per year for five years.
 - Brandy asked if consolidation DWSRF funding will be available. Yes, consolidation construction funding is still part of the construction cycle funding.
 - PFAS – WA State Board of Health have approved proposed SALs, effective January 2022.
 - Discussion ensued about the DOH’s Utility Shutoff form, which can be found at: <https://www.doh.wa.gov/CommunityandEnvironment/DrinkingWater/WaterSystemAssistance/CustomerAssistanceProgram>. Water systems are encouraged to continue working with customers who are behind on payments.
 - Contact Sheri Miller (sheri.miller@doh.wa.gov) for more information about the shutoff moratorium.
- Kitsap Public Health District (KPHD)
 - Kimberly Jones (KPHD) reported: Sanitary surveys are wrapping up. KPHD has received a few calls concerning school water fountains coming back online. More information can be found at: <https://www.doh.wa.gov/Portals/1/Documents/Pubs/331-667.pdf> (Guidance for restarting water supplies in schools). The KPHD office is open every work day from 9 – 3:30 PM.



- Department of Ecology
 - Jacki talked about concerns relating to Ecology’s policy and rule-making. Discussion ensued.
 - Teresa Smith (City of Bremerton (COB)) reported on a recent WUCC meeting Cami Apfelbeck (COB) attended where policies and municipal water law were discussed.

Task Force Reports

- Public Outreach (*Primary Contact: Lisa Campbell, lisa.campbell@ci.bremerton.wa.us*)
 - Diana reported: SWD received an email from the Central Kitsap School District in reference to this year’s (virtual) Career Fair. They are asking industries to create short (5-7 minute) videos that detail the employment opportunities their companies/professions have to offer. Teachers will show these videos to their classes throughout the school year. The group asked the Public Outreach Taskforce to create an outline for a video to be presented at the November WaterPAK meeting. Discussion ensued.
- Legislative (*Primary Contact: Mike Pleasants, mpleasants@swd16.org*)
 - Mike Pleasants (SWD) reported on the WWUC legislative committee. Let the WWUC know of any legislative actions that need to be addressed. The L&I case related to the installation of DI pipes and prevailing wage was mentioned.
- Conservation (*Primary Contact: Diana Temple, dtemple@swd16.org*)
 - No report
- Cross-Connection Control (*Primary Contact: Courtney Little, c.little@northperrywd.org*)
 - Court Little (North Perry Water) reported on the Taskforce meeting this morning. Annual summary reports and backflow protection on hydrant meters were discussed. CCC Software programs were covered. Jason asked about prevailing wages for BATs. A letter will be sent to Jeff Rimack at DCD in reference to notification about possible cross-connections within a system’s service area. Kim mentioned David Kinley with DCD as an alternative contact. The taskforce would like a list of specific CCC contacts from each utility.
- Mapping/GIS (*Primary Contact: Jim Hershberger, jhershberger@calwater.com*)
 - Jim Hershberger (WA Water) the recent creation of a sub-group inside ArcGIS online for data sharing. Shawn talked about the challenge of reporting unmetered water usage (i.e., fireflow data). Discussion ensued.
- Shared Resources (*Primary Contact: Rob Robinson, r.robinson@northperrywd.org*)
 - Shawn talked about a reservoir cleaning company that uses drones. The only drawback is that they only clean the floor of the tank, not the sides. Jason asked about the cost difference between drone cleaning and divers. Shawn said using drones is less expensive.
- Emergency Management (*Primary Contact: Jeannie Screws, jscrews@swd16.org*)
 - No report.

Meeting Topics

Utility shut-offs

- Jason has been in touch with Kitsap Community Resources in regards to the Kitsap Eviction Prevention Assistance (KEPA) program. Jason will provide the group with an informative flyer. KPUD will be sending out letters to customers who are at risk of having their water shut off – the goal is to get them into payment arrangements. They are not charging late fees on the arrears that occurred during the moratorium and will not be shutting off water until December. Randy Screws (West Sound Utility District (WSUD)) gave an overview of WSUD’s efforts to work with customers in setting up payment



arrangements. Brandi reported that Mason County PUD 1 has completed two rounds of disconnections. Shawn mentioned that WA Water has disconnected a few services. The majority will occur in November. Christy Shipman (City of Bainbridge Island (COBI)) talked about COBI's process throughout the pandemic - late fees will not occur until next year. Teresa and Rob Robinson (North Perry Water) said their utilities will not be conducting shut-offs until next year.

Utility & agency emergency preparedness for autumn/winter

- Shawn stressed the importance of turning on the heat in pump houses for the cold months ahead. Sid Williams (SWD) talked about the backup propane tank heaters inside SWD's pump houses. Generators are also prepared – some run a weekly maintenance cycle; others run monthly. SWD also has a tow-behind generator that can be directly connected to specific sites to power its larger producers.

Material shortages (e.g., pipes, pumps, motors, chlorine)

- Shawn mentioned the temporary shortage of chlorine earlier this year. Joel Purdy (KPUD) talked about the regional shortage of galvanized pipe. Check-valves are in short supply, as well. Pump motors are available, but the liquid end is back-ordered. The recent PVC piping shortage was discussed. Christy mentioned that salt and fluoride are in short supply. Randy talked about the inflated shipping costs. Jim Hay (Robinson Noble) said they are having trouble receiving well supplies such as screens, piping, etc.

General Discussion

- Jason mentioned the upcoming WaterPAK elections. They will be discussed at the November meeting.
- Jason asked if any utilities have considered giving COVID vaccine incentives to their employees. Morgan Johnson (SWD) said that SWD will not be offering incentives and is not mandating the vaccine. Shawn mentioned that WA Water gives a \$200 incentive to employees who are vaccinated. If a regional office can reach 90% vaccination amongst its staff, each employee receives an additional \$500. Rob and Randy reported that their utilities are not offering incentives or mandating the vaccine.
- Jason asked about SWD's ShakeAlert system. Sid explained the program and its integration into SCADA. Both City of Port Orchard and North Perry are looking into installing the program. Mike brought up the link on the WASWD page about earthquake preparedness: <https://www.dnr.wa.gov/programs-and-services/geology/geologic-hazards/tsunamis/#tsunami-simulation-videos>
- Morgan mentioned North Perry's new General Manager, Rob Robinson.

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