



## SCOTT LAKE MAINTENANCE COMPANY

### BOARD OF TRUSTEES

October 17, 2024

6 pm – 8 pm

Zoom and in the Community Center

Called to Order at 6:02 pm

Roll Call – Board of Trustees Present:

- Eric Riffe • Theresa Parsons • Judy Zygar • Tom Culleton • Mike Pierce • Jim Johnson
- Julie Orcutt

Board of Trustee Absent:

- Sarah White (Excused) • Jeff Curry

### Pledge of Allegiance

**SLMC Member Comments and Board Responses – 30 minutes, 3 minutes per member to speak.**

Nathan Drake, Fire Chief for West Thurston County. Thank you guys for having me here for a Town Hall meeting. We appreciate your support for those who came out.

Theresa introduced Kathleen Strozyk, from RCAC. She has been providing some utility board training, and I can't thank her enough for all her and RCAC's support and help. They have been an excellent resource. Thank you, Kathleen.

### Adoption of Agenda:

President

**MOTION:** Jim Johnson moved, Tom Culleton and seconded to adopt the agenda as presented. The motion passed unanimously.

### Minutes Approval:

President

**MOTION:** Mike Pierce moved, and Judy Zygar seconded that the minutes be approved with the following amendment: the Parks Committee will do further investigation and come back with recommendations. The motion passed unanimously.

### Old Business:

- **Painting the Community Center - Eric**

Eric brought in his painting wheel. He will choose 4 to 5 colors and then vote them out to the community.

### New Business:

- **Electrical Pole Install in Park Quote - Penny**

There are a few blind spots in the park. We want to add a new pole in the park to get a view of the tennis courts, parking lot, and waterfront. The Quote from Reliable Electric is \$8760.00. The second company I requested a quote from stated it would be about \$13,000 for the pole and electrical. Puget Sound Energy's cost will be \$914.26. I am still waiting for the cost of having the cameras placed on the pole. The cameras will not cost us as we will use our existing cameras but will have to purchase a receiver. The funds for the pole itself would come from the Equipment line item in the budget, as we are not purchasing equipment this year. We will have to look at other areas for the cameras.

**MOTION:** Theresa Parsons moved, and Jim Johnson seconded that we accept Reliable Electric's bid to install the pole and electrical service for additional cameras. The motion passed unanimously.

- **Lead and Copper & PFAs Rule – Theresa Parsons**

The EPA has sent out the requirements overseen by the Department of Health, which authorizes the operation of our water system. There is data to be gathered about lead & copper based on the types of materials that serve the lines from the main to the meter and the meter into the house are made of. This summer, NW Water sent out a survey on our behalf to gather data but didn't get much of a response. On our behalf, NW Water is sending to the Department of Health a list of every service in the community, with 90% of them saying that it is unknown on both sides of the meter. Even though the meter is private property, they still want to know what the material is, and based on that data, there will be more to come. RCAC will be putting together a training course in the spring, and we will learn more about it. We've met the first hurdle by submitting the list of 600 services, most of them saying unknown.

This is something that we cannot opt out of. It will be an expense on our part that the water system will have to pay for. I personally am not concerned about much lead in our system, if any, but I can't guarantee that, and neither can anybody else. We will have to follow through with their protocols because there are a lot of unknowns, and we will likely have to investigate certain percentages to verify what they are. This will burden the office, gathering the information, collecting, and filing.

PFAs are man-made chemicals that are a health concern, and the EPA is rolling out requirements for minimum or maximum PFAs allowable in the system. We have PFAs in our systems, and we are required to monitor them. The Department of Health has set up a protocol for us. We meet the current DOH PFA levels maximum; we are below them. We do not meet the recently rolled out EPA levels, and the DOH will revisit its criteria to align with those of the EPA. We have 5 years to provide a treatment response. We're in the process of having NW Water's engineering arm do a PHAs treatment alternative analysis. We will then have to come up with funding to implement

and build some capital project to filter the water or if there's any chance there's other groundwater in the area that could be tapped, which nobody knows. Still, it is an expense, but it is another expense that will tap our resources.

If anyone has any questions, they can give me a call or go to the Department of Health's website and look up the Lead and Copper rule or the PFAs.

- **Revisions to Equipment Storage - Theresa**

A concerned citizen reported to the Department of Health that we store our maintenance equipment and petroleum in the well house. Per the Department of Health, we are not allowed to store petroleum products and equipment within a 100-foot radius of our wells, which we are. We must implement secondary containment measures for our gas-powered equipment and fuel containers. We have a few options, but everything will cost money, and we don't have options for not doing it. Penny found a website that NW Water also gave me, so we are looking into that. A possible option is to build a platform for the lawn mower with a container under it within that 100-foot radius. Then we'll look long-term to see whether that's where we continue or if we need to build another facility to store our work equipment. Will meet with U-line on Tuesday to look at containment equipment and come back with some costs.

We will need to formulate a plan, submit it to the Department of Health, and let them tell us if it works or not. Once we get their approval, we can implement it.

- **Sarah White Leave of Absence - Eric**

Eric read the following statement from Sarah:

As most of you know, the last month has been difficult for my family. At the end of September, one of our loved ones suffered a medical emergency. Unfortunately, his recovery will be long and require a significant amount of support. After consulting with the rest of our family support system, my husband and I realized we were best suited to provide the support needed. We made the decision to take in this young man, essentially giving us another child for the time being. To do this, I am forced to adjust some of my outside responsibilities. I have decided to take a leave of absence from my board duties for the remainder of the year. I want to thank Eric for giving me this option, and for his support and understanding of this stressful situation. I will continue to serve as Events chair during this time, although I may be largely absent from other committees. I will continue to do my best to support this community and I appreciate all of your patience as my family navigates these challenges.

### **Committee Reports:**

- **Events Committee – Sarah White:**

BYOP Pumpkin Carving contest will be held at the community center on 10/26 at 2pm. Judging will take place promptly at 4. Our three prize categories are: Mum-mazing Creation (most creative), Laugh-O-Lantern- (silliest), and Most Spooktacular (scariest). These will be awarded in both the child and adult categories. We are also giving a Pick of the Patch trophy for best overall. Even if you don't feel like carving, come down and enjoy some treats, cider, and great company!

Trunk or Treat October 31st, 6-7:30pm. All participating vehicles must be in place by 5:45 and will not be able to leave until 7:30. This ensures children are not walking around moving vehicles. It's not too late to sign up for a trunk! Contact Stephanie Stender for more information. We're also accepting candy donations as we anticipate about 200 trick or treaters. Lots of great trunks are already signed up and Hammy will

be there in costume to hand out treats!

Nathan Drake from the fire department stated they would like to participate and bring a fire truck to the Trunk or Treat.

- **Water Committee – Theresa Parsons:**

I want to thank everybody who attended the Town Hall meeting on the 26<sup>th</sup> and appreciate all the community involvement. We like to be able to convey information; sometimes, it's hard to with so much going on to convey everything. Thank you to all the board members, water committee members, even the fire department has been involved in some of our discussions and we appreciate that. Thank you RCAC for being a good resource for us with all the new mandates coming out.

I can't stress enough, the fact that we have 600 connections and there are small cities all around us that have few connections, Ground Mound, Rainer, Tenio, and Bukota all have fewer connections than us, and granted they do other things that they do, but they have a whole staff and we have one paid person and a bunch of volunteers, and we do contract with NW Water, but ultimately we are responsible for all capital improvements and all mandates. Those are all on us. NW Water can give us guidance and some help, but it's on us. I just want to keep planting the seed that I don't think we are approaching the business of being a water system owner in a business-like manner that it needs to be. There's been years and years of wonderful people stepping up that with the aging of the system and with the new regulations and wanting as good of a system as possible and wanting to support our community there's a lot of heavy lifting going to need to happen in the next few years, and I think that also includes looking at some additional personnel and some additional consulting help.

On Monday, October 23<sup>rd</sup>, NW Water will be doing a water treatment to our system. They will be adding Calcium Carbonate Calcite that softens the water and lowers the Ph a little bit. So they will be refill the tanks on the 23<sup>rd</sup> that could cause it to look white, but it's just air. The bubbles could stir up sediment. Notification will go out on Monday on Facebook and the Website and then an RNS on Tuesday and Wednesday.

- **Finance – Judy Zygar:**

The Finance Committee meets the first and third Monday of every month, and our time is being spent putting together our financial plan, policies and procedures. We are making sure that we have the best operating standards for our financial system, and we are investing our money. We know we have some huge water projects that are going to need one and we need to be prudent on how we spend our money, and we need guidelines on how we do that.

We are working with Heritage Bank to set up a check capture system at NW Water so that our customers' checks can be deposited daily instead of once a week, which sometimes takes two weeks.

Eric could not make the meeting with Mt. View CPAs, but Theresa, Penny, and I met with them, and we liked them.

The person assigned to do our audit was removed, and we have been assigned a new

person with DNM. We will contact them again to see where they are at. We will stay with DNM and have them finish this year's audit, possibly considering switching to a new firm next year.

- **Architectural – Eric Riffe:**

Day Wireless would like to do some work on their tower. Will review and let report back at the next meeting.

- **Compliance – Jim Johnson:**

I received a complaint today but don't think our standard letter will cut it. The person is running an extension cord to the trailer for power; there is no septic system, so that's just going right into the creek; the guy's old trailer burned down and is still on the property, and there's traffic in, and out of the property at all times of the night. Maybe we should pass it on to the county? Perhaps you can check it out, and we can get the attorney involved.

- **Communications – Julie Orcutt:**

I will put together something to put on Facebook and the website for the Calcite treatment on the 23<sup>rd</sup>.

- **Governance – Mike Pierce:**

We went through the Bylaws and highlighted parts that would need Policies and Procedures. I've sent Theresa a copy to forward to the Parliamentarian. Once we get them back from him, we would like to have a Zoom meeting with him to get questions answered. Once that's done, we will make the corrections and send them to the board members. The goal will be to have the Bylaws voted on at the Annual meeting.

- **Parks & Rec – Jim Johnson:**

The committee is working on the Camera Policy and Procedures for the Park, and we hope to have something to present at the next Board meeting. We're crunching numbers and figuring out a plan for the park's bathrooms, and then we'll go to the community center and look at what we'd want for a possible shop and bathroom.

**Adjournment: 7:16 pm**