



**Meeting Minutes**  
**Silverdale Water District—Large Conference Room**  
**April 13, 2017**

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

**Minutes:** Thomas Hunter (City of Port Orchard) made a motion to approve the minutes. Jason seconded. Minutes approved from March.

**Treasurer's Report:** The current account balance is \$4,704.13. There is currently one outstanding check to KPUD for \$899 for the fair booth.

**General Discussion:**

- Shawn O'Dell (WA Water) mentioned WA Water's scholarship program for the next school year. In order to qualify, candidates must have a chosen college and live in the WA Water service area.
- Shawn talked about his involvement with Evergreen Rural Water of Washington (ERWoW)—he mentioned that the President has put funding (\$1.6 billion nationwide) in the budget to offer assistance to systems under 10,000 connections. Contact Shawn for more information.
- Thomas talked about a recent SCADA issue with CenturyLink—the CenturyLink tech did not understand the urgency of having service restored as soon as possible. It is advised that, if you have CenturyLink, you call and tell them to “red-line” your connections to make them a priority. Otherwise, you are in their system as a normal residential customer. Thomas has the contact information for the regional supervisor.
- Mike Pleasants (City of Port Orchard) mentioned his recent employment change from RH2 Engineering to the City of Port Orchard. He will be the new AWWA South Sound Subsection Chair. There is an AWWA annual charity golf tournament coming up on July 14<sup>th</sup>.
  - Cami Apfelbeck (City of Bainbridge) asked if there can be more Asset Management workshops. The NW subsection is offering a 101 workshop on May 23<sup>rd</sup>.
  - Shawn says that Evergreen Rural Water has 101 workshops as well.
  - Ned Lever (City of Bremerton) says that if you want to apply for a pre-construction loan, you have to submit your asset management. Thomas says that you get scored based on your asset management.
- Brent Winters (West Sound Utility District) talked about DOH's new rule regarding minimum residual chlorine levels to be at 0.2 mg/L. He asked if anyone has submitted paperwork to the DOH showing that their equipment can read accurately under the 0.2 mg/L.
- Joel Purdy (GeoEngineers) mentioned KPUD's office rain gauge—since October 1, 2016, they have received 51 inches of rain.
- Kyle Galpin (Manchester Water) talked about the Manchester Community Association Earth Day festival where Manchester Water will set up a booth with WaterPAK giveaways.



### ***Puget Sound Energy***

- Jason talked about his discussion with a PSE liaison who would like to come to our May meeting to discuss WaterPAK's communication needs during power outages and other disruptions.
- PSE informed Jason that they have a large "critical infrastructure" map that can be updated with wells and reservoirs. This map allows utilities to be at the top of their priority list.

### ***Coordinated Water System Plan***

- Morgan Johnson (Silverdale Water District) discussed the process that utilities must go through to update their infrastructure map. He explained that WaterPAK started from a committee that met back in the 1980s. This committee was responsible for county water system map updates before KPUD took over the task.
- Morgan explained the problems he has witnessed when building permits are issued before a binding letter is signed. This is mainly a problem with commercial builders. Silverdale Water District will issue a conditional letter if no binding letter is present.
- Jason explained that Kitsap County will not allow a customer to move forward with their building permit unless they have a binding letter.
- Melina Knoop (Kitsap Public Health District) explained that KPHD requires a Water Availability letter and the county requires a new permit for new tenants/owners, even in existing buildings. This is to cover any changes that may occur inside the building i.e. the need for required backflow preventers.
- Ned Lever mentioned City of Bremerton's recent occurrences with this issue.
- Melina mentioned an available form for any disputed areas. The county looks at it and then sends it to Greg Berghoff at KPUD, who does the mapping. A new local service area agreement should be done with every change.
- Briana Kinash (Spectra Laboratories) asked if you can use the same GIS that the COB used on their website. Ned says that COB used a program that incorporated all of their infrastructure. Cami Apfelbeck says that they rely on Public Health's website.
- Jason asked what happens when there is an overlap or a change in a water system—Melina explained that if you acquire a system that is an adjacent system, or part of an existing system, you must have both systems sign an inter-local agreement form. However, there are different rules pertaining to system acquisitions where the original system ceases to exist.
- Melina pointed out that, if a purveyor is not cooperating with the process, direct them to her.
- Documents related to the Coordinated Water System Plan (CWSP) were handed out. A pdf of the CWSP can be found at:  
<http://www.kitsapcountyhealth.com/environment/files/regulations/CWSP2005.pdf>
- Melina stressed the importance of recognizing the distinction between the state WSP requirement and the local CWSP responsibility—The Health District relies on the CWSP service



area documentation for local planning purposes. Any changes made in between WSP updates must be done through the CWSP process.

### ***UCMRs and Manganese***

- Jocelyne Gray (Dept. of Health) mentioned the recent new global research that says high levels of manganese is linked to neurological impairment in children. However, changes to manganese regulations and UCMRs may not happen during the current administration.

### ***DOH and Unmetered Water Connections***

- Jocelyne mentioned that the DOH will begin pushing towards water use efficiency for all systems with unmetered connections. This is only applicable for systems that have over 15 connections (Group A systems) and does not include RV and mobile home parks.
- The DOH will begin sending out letters to systems with high leakage, with emphasis on leakage corrections.

### ***Group B Systems***

- There was a *listening session* last month in Bremerton. Kitsap Public Health District will continue to receive comments/questions regarding the recent changes. The most common adversity focuses around the new Group B system fee. The Board of Health would like to direct the issues to the Policy Committee.

**Adjournment:** Jason made a motion to adjourn the meeting. Shawn seconded. Meeting adjourned at 11:42 AM.

Respectfully Submitted,

Diana Temple  
WaterPAK Secretary/Treasurer