

BIMC Board Meeting

April 14, 2011

Facility Manager's House/Conference Call

Board Members Present:

Sally Elliman, President

Doug Davison, Water Commissioner

Barb Sullivan, VP, Secretary

Jim Dovey, Road and Airstrip Commissioner

Jim Fergus, Treasurer

Bob Breidenthal, Fire and Waste Comm.

Roger Brown, BCF Liaison

Community Members: Phyllis Chennault, Pam Roats, Jim and Margo Davis, Facility Managers.

Sally Elliman called the meeting to order at 7:03 PM with roll call of the board members.

Barb Sullivan moved to accept the agenda for the meeting. It was seconded and passed unanimously.

Jim Dovey moved to accept the minutes of the March 31, 2011 board meeting. It was seconded and passed unanimously.

**Commissioner Reports:**

President's Report:

Sally wants to remind and request members to not put yard waste in the buffer strip. It is forbidden by our governing documents and creates a big fire hazard.

She requested that all members read the changes to our governing documents that were sent out April 1, 2011. These changes will be voted on at the July 2<sup>nd</sup> Annual Meeting. (Please go to the last section of the changes to see the 'red-line' version which will show the old wording with the new version.)

May 28 and June 25 there will be 'Community Communication' sessions at the Cabana at 10:00 AM regarding these changes to the governing documents. These will be informal question and answer sessions.

Sally welcomed the Schlinks' to the island and again thanked the Davis's for their 18 years of employment with the BIMC. She and Bob Breidenthal will organize some kind of pot-luck community farewell event for the Davis's, most likely in May when (hopefully) the weather is warmer and more people will be on island.

Treasurers' Report:

Jim Fergus reported that we have \$ 98,200.00 in our checking account and \$86,000.00 in our Maintenance Reserve Account. We are about where we should be at this time of year.

Water Commissioner:

BIMC Water Commissioners Report

Doug W. Davidson

Thursday April 14, 2011

Water production and usage is normal for this time of year.

DOH I have talked with and sent out 4 requests for proposals for the operational oversight of the water treatment plant to contract operators as well as to Jim Davis. We should have the proposals back by April 22, 2011 at the latest. Terry Pence is scheduled to take the WTPO 2 test the end of this month and both Terry and Bill Schlink have started additional training on the operation of the WTP from Jim Davis. Terry has contacted the DOH and is requesting a temporary WTPO 2 license and we should know the state's decision on that within a week or two. Bill Schlink is working with the state to get either his training certificate or temporary WTPO level 1 license and we should have word on that by the end of the month.

I have printed out the old AutoCAD drawings of the water system and they are in the mail for Jim and Bill to use for marking up changes to the water system and once they have hand drawn in the changes I will have the changes made in AutoCAD for our permanent records and generate new prints for future use and reference. This will show all the new meters as well as the cross connection control devices locations.

Doug W. Davidson Water Commissioner

(Doug amended his report on when Terry will take his WTPO 2 test. It will be postponed for a bit to allow Terry more preparation time.)

Property Commissioner Report:

Barb Sullivan reported that training is currently taking place with our new caretaker, Bill Schlink, Terry Pence, and Jim Davis.

Fire Commissioner:

This is a friendly reminder that nothing should be dumped onto our community-owned buffer strip, including yard waste. All waste should be properly disposed of, according to our published rules.

If that waste happens to be combustible, then dumping it onto our buffer strip creates an additional fire hazard to the community. Fire is our single biggest threat on Blakely. The entire island has burned to the ground before, and it could happen again. The forest is wet at the moment, but it may be a different story in August.

Speaking of fire, our next fire drill is scheduled for Saturday, April 23rd. If you happen to be on the island then, you are cordially invited to attend. Experience the thrust of a real fire-hose nozzle! Spray foam on your loved ones! As a special incentive for April only, newcomers will be allowed to run the truck siren.

BCF Liaison: Roger Brown reported that a contract has been signed with the O'Hara's for the operation of the Marina Store. The O'Hara's hope to have the store open by May 15, 2011.

Facility Manager's Report:

Jim Davis

Board Meeting Report

April 14, 2011

Water System

Water Treatment Plant

The parts arrived for the on-line chlorine analyzer. I have it back together and it is back in use.

An upcoming project will be to install a new sampling location on the outflow of the chlorine contact pipeline. To accomplish this, the buried line must be exposed and a saddle/sample pump installed. To prevent freezing, the new sample line must be buried and enter the water plant from under the building/through the concrete floor. This upgrade will allow the operator to monitor the chlorine "Demand" and see the "real time" Disinfectant Residual going to the reservoirs.

Water Quality

We have been experiencing high PH the past few weeks. As a part of the water system operations training process, Terry Pence and Bill Schlink recently joined me at the Horseshoe Lake water intake. We conducted PH and temperature testing at various depths to determine the best level to adjust the water intakes. With this process, I am usually able to locate stratification layers (thermo-clines). Typically the best water is located a few feet above the Thermo-cline. During our recent sampling, there appeared to be no significant thermo-cline, with PH and temperature results fairly consistent except very near the lake bottom. This information indicates the possibility Horseshoe Lake has recently "turned over", with resulting mixing of the upper and lower layers. While this may present temporary difficulties with water treatment, the lake should begin to re-stratify as soon as temperatures warm. Another concern could be algae bloom, from the nutrient rich water, later this summer. Thus far, we have been able to maintain good filtered water quality, through the increased use of our primary coagulant (Aluminum Sulfate).

Our current dose is around 20 parts per million (PPM) and far below the allowable maximum of 150 PPM.

#### Water Leaks

High water table and the lack of a functioning dewatering pump have hampered further leak detection on the distribution grid main along the South side of the hangars.

#### Fire Response/Training

##### Fire Training/Fire Truck

As previously reported, the foam proportioning system on the CAFS truck failed during our last drill. I replaced the electronic “brain” for this system and the truck is back in service. Our next drill will be April 23rd at 2:00 PM. Please come out to the drill and meet Bill Schlink.

##### Fire Drill Schedule:

April 23rd

May 28th (change back to 10 AM drills)

June 18th

##### Marina Fire Hydrant

Bill and I replaced the inlet base and reinstalled the hydrant. Some asphalt repair will be done after the backfill is settled and compacted.

##### Post Office

By now most of you have received a request to update the USPS Authorization form. This will allow Bill Schlink to sign for special service mail. Your quick response will assure no disruption in the receipt of your mail. It is common for items shipped FedEx ground to end up in the USPS system, requiring an authorized signature upon arrival. If you are not on-island to sign for your special service mail and Bill and Terry are not authorized to do so, it must be sent back to the shipper after three days.

The Anacortes Postmaster has requested we return the Registered Mail key, as of April 30th. Beginning May 1st Registered Mail for Blakely will be held at the Anacortes Post Office, to be picked up by the recipient. Presumably, the Anacortes Post Office will send notification they are holding Registered Mail for the recipient. I realize this new policy runs counter to the information included on the USPS Authorization form. I apologize for the confusion. This will not affect Insured, Certified or Return Receipt mail.

Sincerely, Jim Davis

**New Business:**

The Board began to go through the proposed budget for the upcoming year line by line. It was suggested that Cheryl's compensation is way below market price. She puts in approximately 40 hour per month doing BIMC accounting/bookkeeping. Discussion ensued.

*Barb Sullivan moved that we increase Cheryl's salary to \$7,600.00 plus their annual assessment. It was seconded. The motion passed.*

*Roger Brown moved that we accept the 2011-2012 budget as discussed this evening. The motion was accepted and passed.*

*Roger moved that we authorize Doug Davidson to spend up to \$3,500.00 for temporary water plant oversight to conform with DOH regulations. The motion was seconded and passed.*

**Old Business:**

Bob Breidenthal informed us that Jamie Stephens, San Juan County Representative, will be joining us at the annual meeting to speak for about 5 minutes, and to see our recycling center.

BIMC Board meetings will be held on Thursday evenings at 7PM, unless otherwise noted at the Caretaker's home and by conference call. Meetings scheduled are:

May 12, 2011

May 26, 2011

June 30, 2011

July 2, 2011 Annual Meeting 9:30 AM at the Enriquez hangar.

*Barb Sullivan moved that the meeting adjourn at 8:52 PM. It was seconded and passed.*

Respectfully submitted,

Barb Sullivan

