

## SPOKANE AQUIFER JOINT BOARD MEETING MINUTES

February 23, 2012

### 1) CALL TO ORDER

The Board of Directors of the Spokane Aquifer Joint Board (SAJB) met in Regular Session at Pasadena Park Irrigation District No. 17, 9227 E. Upriver Drive, Spokane, Washington on February 23, 2012. President Ty Wick was in attendance. A total of 16 attended the meeting, 10 SAJB voting representatives, 5 non-voting members and 1 guest.

#### **Consideration of Regular Meeting Minutes**

President Wick called for any additions, corrections or comments to the Minutes of January 26, 2012. Hearing none the minutes were approved as submitted.

### 2) FINANCE COMMITTEE REPORT

#### **Treasurer Mary McIntyre reported as follows:**

##### **SAJB Administration Funds**

The SAJB Checking Account balance is \$4,546.46

##### **SAJB Wellhead Implementation Plan (WIP) Funds**

The WIP checking balance is \$4,996.53. Spokane County Investment Pool (Implementation) balance is \$56,846.42. The WIP Savings Account has been closed and the balance transferred into WIP checking.

##### **Presented Administration and WIP Bills**

President Wick presented the Bill Payment Summary for February 2012. The February Bill Payment Summary totaled \$276.48. Those present reviewed the summary. The February summary detailed SAJB Administration bills of \$0 and Wellhead Implementation Bills of \$276.48. The Program Leader Consulting Services including mileage and reimbursements \$0. The PM February invoice will be submitted for payment in March. Terry Squibb made the motion to approve the Bill Payment Summary as presented, Scott Inch seconded the motion. President Wick called for the vote, the motion carried unanimously.

### 3) OLD BUSINESS

**Wellhead Regulatory Process and Wellhead Protection** – Doug Greenlund reported that the DOH Wellhead Protection grant has been signed and returned. The City of Spokane consultant contract specifies a March 1<sup>st</sup> start date. The Wellhead Protection Meeting scheduled for February 27<sup>th</sup>, 2012, has been rescheduled for 1:30 pm, March 19<sup>th</sup>, 2012 at Centerplace Conference Center.

**CCR** - President Wick reported that the CCR printing was completed by Lithograph Reproductions, the same printer as last year. The printing has been proofed, completed and is ready for pick up. A quick production timeline was needed to accommodate those who will include the aquifer map in their next Newsletter. 42,400 copies were printed at an approximate cost of \$1699 plus sales tax.

**Bi-State H2O Breakfast Meeting – February 9, 2012** – President Wick reported that a follow-up Bi-State Aquifer sub-committee meeting is scheduled for February 28, 2012, at Liberty Lake Sewer & Water. The working group will include representatives from Idaho and Washington water purveyors, water reclamation operations, Spokane and CDA Tribes and eventually state entities. The initial discussions will be of an organizational nature to establish operational procedures, goals and to ensure the appropriate groups are represented.

Alan Miller, Hayden Lake Irrigation District, requested facilitation support from SAJB by providing Program Manager, Tonilee Hanson, as a temporary facilitator until a dedicated facilitator can be identified. President Wick asked for discussion. Members were willing to support the facilitation of 1-3 meetings, while a new facilitator is identified.

#### 4) NEW BUSINESS

##### **Resolutions for consideration by Board**

**Resolution 2012-01 SAJB City of Spokane DOH Modeling Grant** - Provides \$5,000 to the City of Spokane to be used along with the DOH Water Protection Grant for additional ground water modeling. Bob Ashcraft moved to approve Resolution 2012-01 and Terry Squibb seconded the motion. It was opened for discussion and hearing none, President Wick called for the vote. The motion carried unanimously.

**Resolution 2010-02 SAJB\_Emerald Outdoor Advertising L.L.C.**– Provides \$24,600 for an 8 month billboard campaign at the price of 6 months, with the assurance of a full year billboard presence as space is available. Scott Inch moved to approve Resolution 2012-02 and Bob Ashcraft seconded the motion. It was opened for discussion and hearing none, President Wick called for the vote. The motion carried unanimously.

**Resolution 2012-03 SAJB\_SRF EnviroStars Program** – Provides \$10,000 for proactive business and technical assistance. SAJB is one of seven agencies to co-sponsor the Spokane EnviroStars program. 2012 implementation includes the following: 1) expanding from a 2 star pilot program to full 3-5 star business certification, 2) developing a **Tips and Tools** publication of local resources for properly managing and disposing of hazardous wastes by waste stream and by industry with a web page on [www.spokaneenvirostars.org](http://www.spokaneenvirostars.org), 3) Conducting a dental office campaign, and 4) leveraging SAJB funds to seek additional grant funding with the Rose Foundation and Ecology's Urban Waters.

Cleve McCoul moved to approve Resolution 2012-03 and Scott Inch seconded the motion. It was opened for discussion and hearing none, President Wick called for the vote. The motion carried unanimously.

**Resolution 2012-04 SAJB\_KSPS Public Television** – Provides \$40,000 for the following services: 1) creating three 30 seconds spots featuring Aqua Duck, Aquifer protection and water conservation messages, 2) airing the spots 520 times in prime viewing for the target audiences, 3) conducting a minimum of 50 classroom **Aquifer in a Cup** workshops, 4) Distributing SAJB materials and hosting Aqua Duck at a variety of community events, 5) providing monthly affidavits mid-year and final progress reports.

Discussion was opened by Brian St Clair questioning the value and viability of purchasing air time. President Wick described the challenges over the years of getting access to public schools and provided his own experience of seeing the spots aired. The message is getting out to kids based on their response to Aqua Duck. The current budget has been scaled back from \$60,000 for past efforts to bring the Aquifer protection and water conservation message into the schools. KSPS is part of the Spokane Public Schools District 81 and has provided an in-road to the classrooms.

A concern was raised about the contract language "Eastern Washington"; after some discussion it was determined that these designation will be replaced with the "SVRP Aquifer area."

Terry Squibb moved to approve Resolution 2012-04 as amended. Cleve McCoul seconded the motion. President Wick called for the vote. The motion carried unanimously.

#### **Resignation of Treasurer/Appointment of New Treasurer**

Mary McIntyre has resigned as Treasurer due to her increasing work load at the City of Spokane Water Department. Angela Cline is also unable to continue in her role assisting with the accounting activities. President Wick asked if any of the members present were willing to accept the position of Treasurer. It was explained that the accounting records utilize the software "QuickBooks" and the existing version is out of date. Anyone taking the position will need their own equipment and SAJB will need to provide the updated version of the QuickBooks software. President Wick indicated that the current "accrual basis" accounting method could be shifted to a "cash basis" accounting method if that was preferable to a new Treasurer. A volunteer is being sought to fill the position of Treasurer. Please contact President Wick at 509-536-0121 if you are interested.

#### **5) WELLHEAD PROGRAM IMPLEMENTATION PLAN** – Program Manager - Tonilee Hanson

**Schedule of 2012 Education & Awareness Events** – An updated list of scheduled events was provided which includes school science fairs and community events. Everyone is invited to participate in the events.

On Friday 2/24/12, Aquifer lessons will be presented to three second grade classrooms, a total of 75 students, at South Pines Elementary. WVOLC is providing the instructor, Darlea, an AmeriCorps intern. Tonilee will observe the instruction for quality assurance. Aquifer folders, Aqua Duck Activity books and placemats will be distributed. Additional events are welcomed and the event schedule will be updated and distributed monthly. Please contact Tonilee 847-4337 [sajbinfo@gmail.com](mailto:sajbinfo@gmail.com) to schedule the SAJB display or Aqua Duck appearances.

**Centennial Trail Signs** – Bill Rickard presented the Centennial Trail Sign Restoration Project to Mr. Frank Triplett who approved the City's participation along with SAJB and Spokane County in sharing the estimated costs. Photos of the sign were displayed and the edits were discussed. Artwork is completed for #4 and in the final adjustments for Nos. 1, 2, and 5. Sign #3 is in a full redesign phase. Tonilee believes that the signs will be completed in time for spring installation. PDFs can be sent upon request.

**Website Re-build Advisory Committee Update** – Kristine Graf, Doug Greenlund Gail Gibson, Troy Huff and Tonilee Hanson met at Vera Water and Power on 2/15/12. The web advisory committee reviewed web templates, model sites and a draft re-organization of the current website content. Navigation categories were discussed and modified.

Tonilee shared screen shots of the preferred web sites, navigation features and the web reorganization document with the Board. The web advisory committee requested board discussion of proper placement for the Potential Contaminant Source Inventory (PCSI) on the website. To what extent should the PCSI lists and business information be available to the general public? The members present felt strongly that the PCSI should be a sub category of the Proactive Business page with only a description of the PCSI included. No lists or maps would be posted.

Tonilee provided a packet with three company's estimates to provide the SAJB website rebuild. An overview criteria sheet was also provided. All 3 companies are highly reputable and capable. The website advisory committee members expressed their preferences for website designs. Bryan St. Clair recommended that we move forward with Anne Francis Web Design. President Wick called for a consensus to go with Anne Francis Web Design. The members present approved. A resolution will be presented at the March meeting to authorize the work. In the interim, the web advisory committee will work on refining the text and continue the re-organization effort.

**EnviroStars – Dental Campaign** – The EnviroStars certification of dental offices is underway as a result of grant funds becoming available from the Department of Ecology. A letter of invitation is being mailed to approximately 40 dental offices that were pre-qualified by the City of Spokane pre-treatment survey and cross referenced with Department of Ecology Technical Assistance visits. The initial certifications will go to businesses which have installed and properly maintained amalgam separators (removing mercury from the waste water) and have

replaced x-ray fixing solutions with digital x-rays. Other best practices for all businesses will be considered including conserving resources and documented proper disposal of all hazardous waste.

**National Prescription Drug Take Back Day – April 28, 2012** – Paul Allen, City of Millwood, contacted the WA State Drug Enforcement Agency to determine if local authorities are planning a Drug Take Back Event. At the time of this meeting Paul had not received a response. Information on a variety of web resources has been reviewed and efforts will continue to determine if a local Take Back day is scheduled. When the SAJB website is rebuilt the Household Contaminants page will highlight proper prescription disposal.

Subsequent to the meeting Paul Allen obtained the contact information for the local agency which is planning the 4/28 Drug Take Back Event. Tonilee will follow-up with the local DEA representative Debbie at 509-353-2964.

**Brochure: Household Hazardous Chemicals in Your Home – Exchange** - Copies of the corrected brochure were made available today. Bring old brochures to any upcoming SAJB meetings and they will be exchanged for corrected copies.

**6) OPEN FORUM –**

**7) GUEST SPEAKER – None**

**8) ADJOURN**

There being no further business this 23<sup>rd</sup> day of February, 2012, President Wick adjourned the meeting at 2:51 pm.

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President Ty Wick

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Secretary Todd Henry