



# SPOKANE AQUIFER JOINT BOARD MEETING MINUTES

September 25, 2014

Officers: President Ty Wick, VP Bob Ashcraft, Secretary Todd Henry, Treasurer Neal Skaufel

## 1) CALL TO ORDER

The Board of Directors of the Spokane Aquifer Joint Board (SAJB) met in Regular Session at Spokane County Water District No. 3, 1225 N. Yardley Street, Spokane, Washington 99212. President Ty Wick was in attendance. A total of 18 attended the meeting; including 11 SAJB voting representatives, 3 non-voting members, Program Manager Hanson and 3 guests. The sign-in sheet of SAJB members and guests is available upon request.

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

President Wick called for any additions, corrections or deletions to the Minutes of May 22, 2014. Hearing none the Minutes for May were approved

## 2) FINANCE COMMITTEE REPORT

### **President Ty Wick reported for the Treasurer.**

Invoices have been prepared and will be distributed for those who have not already paid the second half assessments

### **SAJB Administration Funds**

The SAJB checking balance for September 2014 is \$3,901.67

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

The WIP checking balance is \$62,110.46 Spokane County Investment Pool (Implementation) balance is \$58,116.90.

### **Administration and WIP Bill Summary for June, July, August and September**

President Wick presented the Bill Payment Summary for the months of June, July, August and September of 2014.

The June Bill Payment Summary totaled \$11,493.39. The June summary detailed SAJB Administration bills of \$0.00 and Wellhead Implementation Bills of \$6,651.30. The Program Manager Consulting Services including mileage and reimbursements for the month of June amounted to \$4,842.09.

The July Bill Payment Summary totaled \$3,127.98. The July summary detailed SAJB Administration bills of \$0.00 and Wellhead Implementation Bills of \$1,125.00. The Program

Manager Consulting Services including mileage and reimbursements for the month of July amounted to \$2,002.98

The August Bill Payment Summary totaled \$15,534.96. The August summary detailed SAJB Administration bills of \$623.29 and Wellhead Implementation Bills of \$12,325.00. The Program Manager Consulting Services including mileage and reimbursements for the month of August amounted to \$2,586.67

The September Bill Payment Summary totaled \$5,657.07. The September summary detailed SAJB Administration bills of \$264.00 and Wellhead Implementation Bills of \$1,385.00. The Program Manager Consulting Services including mileage and reimbursements for the month of September amounted to \$4,008.07

Those present reviewed the summaries. Bob Ashcraft moved to ratify the actions of the SAJB Executive Board regarding bill payments for June, July and August and approve the September Bill Payment Summary as presented. Jim Lahde seconded the motion. President Wick called for the vote, the motion carried unanimously.

### **3) OLD BUSINESS**

**2014 PCSI Business Mailing and Map** – Background data: In 2010 the PCSI mailing went to 3,302 businesses. In 2012 the PCSI mailing went to 2,886 businesses and the 2014 mailing will go out to 1,761 or fewer businesses. Reanette Boese prepared four excel worksheets as optional drafts for the 2014 Potential Contaminant Source Inventory (PCSI) mailing list and map based on the most recent wellhead protection capture zones. Possible options include:

1. mail to 595 sites within the recently defined capture zones
2. mail to 879 sites within the recently defined capture zones and the 250' buffer around the capture zones
3. mail to 86 sites within 500 feet of wells
4. mail to 1760 sites

Reanette presented a brief history of the 2010 and 2012 PSCI mailing and asked for clarification and approval before finalizing the 2014 PCSI mailing and map. Discussion followed:

- Clarification: The PCSI letter and map are intended for businesses within wellhead capture zones, and not for the entire aquifer.
- Department of Health, Drinking Water Division wants the PCSI mailing to continue using the capture zone boundaries designated in the approved SAJB Wellhead Protection Plan.
- DOH expressed the need to send PCSI notices further up gradient in the case of small water systems with limited redundancy for critical wells.

The proposed Regulated Special Wellhead Protection Areas are smaller zones intended to provide enhanced protection around wellheads. These areas were not intended to replace the existing captures zones that were determined by each district, based on the importance of the wellhead and approved by DOH.

## Next Steps:

1. Reanette Boese will revise the mailing list and map using the DOH approved wellhead capture zones.
2. The new list and map will be presented for approval at the October 23, 2014 SAJB meeting.
3. Approval of the 2014 PCSI letter and Insert will be held until the mailing list and map have been finalized.
4. Please send any requested changes or corrections to the 2014 letter and insert to PM Hanson.

**Wellhead Regulatory Process and Wellhead Protection** – Lloyd Brewer reported that the proposed Special Wellhead Protection recommendations are still under review. The review includes but is not limited to identifying and ranking potential impacts on the City of Spokane, Developers, and existing code. The Spokane City Council will need to approve any changes to City codes required for implementing the recommendations. Similar review and approval processes will need to be completed for each city and county jurisdiction. Lloyd will distribute the document after the Spokane City Council completes its approval process

**Idaho Washington Aquifer Collaborative (IWAC)** – IWAC met on September 9, 2014 at Liberty Lake Sewer and Water District. Alan Miller drafted a Conservation Survey to gather data on rate structures, technology and education. Several members tested the survey and ideas for compiling regional water conservation data were discussed. One idea considered was to participate in an AWWA survey with a 9/30/14 deadline. Conservation data will potentially be used to develop a regional "Conservation Tool Box" with a menu of implementation ideas and recommendations.

On October 14<sup>th</sup> WSU doctoral student, Melanie Thornton, will conduct a focus group to address water resource sustainability. Participation by and input from water purveyors is requested to inform the WISDM (Watershed Integrated Systems Dynamic Modeling) collaborative modeling project. WISDM will work with stakeholders to understand decision making and create broad thinking scenarios.

IWAC meets monthly, the second Tuesday at 1:30 pm. SAJB members are encouraged to participate in this bi-state collaboration. IWAC agendas, minutes and documents are available at <http://www.spokaneaquifer.org/category/iwac/iwac-agendas-minutes/>.

**2015 Aquifer Atlas Update** – Work on designing the 2015 Aquifer Atlas has moved from content selection to the graphics and page layout design phase. Reanette Boese, Amanda Hess and Jeremy Jenkins were acknowledged for their expertise and extensive work to update the document.

Two pages, new to the 2015 atlas, include household hazardous waste disposal, recycling and water conservation best practices. Changes in the regional solid waste system from one unified system to management by a number of jurisdictions (i.e., Spokane County, Cities of Cheney, Liberty Lake, Spokane, and Spokane Valley) will result in significant changes by November 17, 2014. The recycling hotline will become a temporary telephone tree sending inquiries to the appropriate jurisdictions. The regional

website [www.solidwaste.com](http://www.solidwaste.com) will cease functioning. Updated waste disposal and recycling information may not be available for the atlas pages until mid-November which could delay the publishing date.

**Spokane River Instream Flow Update** – The Department of Ecology is proposing to adopt a new rule: Chapter 173-557 WAC for the Spokane River and SVRP aquifer and amending WAC 173-55-010 Chapter 173-555 WAC for the Little Spokane River Basin WRIA 55. The rule notice was published on October 1, 2014 and Ecology will take public comment until 5:00 pm on November 7, 2014. A public hearing is scheduled for Wednesday, October 22, 2014 at Centerplace Regional Event Center, Great Room. There will be an Open House at 6:00 pm followed by the public hearing at 7:00 pm.

**GSI Water Solutions, Inc. Aquifer Flow History** – John Porcello completed the groundwater modeling to evaluate the effects of groundwater pumping on the Spokane river flows (Resolution 2013-6 Tasks 1-3). Given the results of the GSI modeling and similar results by Dale Ralston's study, John Porcello requested direction from SAJB to proceed or not proceed with Task 4: Develop Approach for Analysis of Historical Effects on River Flows \$5,500. Discussion followed. Since the task is under contract and the funds are already budgeted, the SAJB members decided to move forward with the historical analysis.

#### **4) NEW BUSINESS**

**Watershed Memorandum of Agreement** – President Wick reported that WRIA groups 54, 56, and 55/57 are no longer receiving funding support from the Department of Ecology. The three WRIA groups have combined as one entity to share information and expenses. The Spokane County Conservation District is serving as the Lead Agency. Financial contributions in the amount of \$10,500 have been received from SCWD No. 3, Whitworth Water District No. 2, City of Spokane, Spokane Tribe of Indians, and others. The funds will keep the combined WRIA operating in the short term. SAJB was a signatory on the original WRIA memo of agreement. President Wick opened the discussion to determine if SAJB will be a signatory on the combined WRIA MOA and continue participation. Jim Lahde moved to have SAJB sign the combined WRIA MOA. Scott Inch seconded the motion. President Wick called for the vote, the motion carried unanimously. SAJB will not make a financial commitment at this time but all members are encouraged to do whatever they can to be a part of the watershed efforts.

**Spokane River Forum Conference 11/19 – 11/20 CDA Resort** – To register go to [www.spokaneriver.net/conf](http://www.spokaneriver.net/conf)

**SAJB November Meeting Date** - The regularly scheduled November meeting date (11/27/14) is Thanksgiving and the third Thursday November 20th is day two of the Spokane River Forum Conference. The date for December will also need to be adjusted as it falls on Christmas Day. The members decided to combine the November and December meetings and hold one meeting on Thursday, 12/4/14.

**5) WELLHEAD PROGRAM IMPLEMENTATION PLAN –**

Program Manager Tonilee Hanson reported on the completed and scheduled community and school education and awareness events. PM report is available at <http://www.spokaneaquifer.org/wp-content/uploads/2014/09/2014.9.25-SAJB-PM-Report.pdf>

**2014 Education and Awareness Events -**

- 5/28/14 – STEMposium (Science, Technology, Engineering & Math)
- 6/2-11/14 - Mead School District 5<sup>th</sup> Grade Environmental Camp
- 6/7/14 - Fire District 9 Wellness and Demo Day
- 7/19/14 – Canines vs Cancer – Post Falls Greyhound Track
- 7/30/14 – Camp Opportunity – Whitworth University
- 8/16/14 – Unity in the Community – Riverfront Park
- 8/23/14 – Millwood Daze - Millwood
- 8/27/14 – Project Hope – River Paddle and Education
- 9/4-9/15 – Spokane County Interstate Fair
- 9/19-20/14 - Valley Fest Parade and Activity Day
- 9/27/14 Upriver Scrub – River Cleanup (Stateline to Mirabeau)
- 9/27/14 – Prescription Drug Take Back Event
- 9/27/14 - HUB-apalooza Family Fun Festival
- 10/25/14 – Fall Leaf Festival – Finch Arboretum

**Pro-Active Business Assistance & Household Hazardous Waste Disposal –**

The [www.SpokaneWasteDirectory.org](http://www.SpokaneWasteDirectory.org) launched September 3, 2014. It links businesses and residents to over 100 vendors who can help properly dispose of 250 wastes. The Waste Directory also provides information to understand the environmental impact of each waste and why proper disposal is vital for protecting our river, aquifer, land and air. A fall 'soft launch campaign has begun and planning is underway for 2015 Spring Cleaning Media Blitz with print, TV and Radio. See PM Hanson Report for more details.

**Website Statistics:** The Graph below shows SAJB website statistics comparison between 2013 (shaded) and 2014 (no shading) for the months of May to September. The most consistent change is the increased percentage of returning visitors. A page review shows that the Purveyor map continues to lead all other pages with returning visitors.

Dates	5/14/2013	5/14/2014	6/14/2013	6/14/2014	7/14/2013	7/14/2014	8/14/2013	8/14/2014	9/14/2013	9/14/2014
Total visits	2,699	3,979	2,029	2,285	1,779	1,682	1,790	1,911	1,569	2,244
Unique Visits	2,352	2,909	1,873	1,728	1,635	1,311	1,570	1,534	1,422	1,788
Page Views	8,703	8,495	6,605	9,748	5,019	6,407	6,024	7,769	4,975	7,781
Ave. Visit	1:19	1:10	1:07	1:09	1:09	1:27	1:12	1:38	1:10	1:26
New visitors	85.85%	82.10%	91.13%	71.55%	90.30%	72.20%	85.75%	74.50%	88.08%	74.60%
Returning Visitors	14.15%	17.90%	8.87%	28.45%	9.70%	27.80%	14.20%	25.50%	11.92%	25.40%
Page Visits	3.22	2.91	3.26	4.27	2.82	3.81	3.37	4.07	3.17	3.47
Bounce Rate	46.94%	39.88%	48.84%	18.47%	53.34%	22.12%	43.35%	18.73%	41.36%	21.75%
Peak Dates	4/16, 4/17, 4/29	4/16, 4/25, 4/28	5/15, 5/29	5/21, 5/28, 6/4,	6/19, 6/24, 7/1, 7/9	6/19, 6/23, 6/30, 7/10, 7/15,	7/17,	7/24, 7/31, 8/8, 8/13	8/15, 8/25, 9/6, 9/9, 9/11	8/19, 8/21, 9/8, 9/14,

**Improved Statistics – 2013-2014 Five Month Comparison May to September:**

- 2014 Total visits increased in 4 of the 5 months
- 2014 Unique visits increased in 2 of the 5 months
- 2014 Page views increased in 4 of the 5 months
- 2014 Pages visited increased in 4 of the 5 months
- 2014 Returning Visitors increased on average 13.26% (11.75% to 25.01%)
- 2014 Bounce rate decreased in 4 of the 5 months. The 5 month average decrease is 22.58% (2013 average = 46.77% and 2014 average = 24.19). Bounce rate indicates that a visitor viewed only one page and left the site.

**6) OPEN FORUM –**

President Wick presented the AWWA Exemplary Source Water Protection Award to the members. At member request, Program Manager Hanson will present the AWWA award plaque and take photos at each member's regularly scheduled board meeting. Please make your request to Tonilee, via phone 847-4337 or e-mail [sajbinfo@gmail.com](mailto:sajbinfo@gmail.com), at least one week prior to the board meeting.

**7) ADJOURN**

There being no further business this 25th day of September, 2014, President Wick adjourned the meeting at 3:11 PM.

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President Ty Wick

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Secretary Todd Henry