



SPOKANE AQUIFER JOINT BOARD MEETING MINUTES

January 25, 2018

SAJB Officers:

President Jeremy Jenkins, VP Shane Sheppard, Secretary Todd Henry, Treasurer Bryan St. Clair

1) CALL TO ORDER

The Board of Directors of the Spokane Aquifer Joint Board (SAJB) met in Regular Session at Modern Electric Water Company, 904 North Pines Road, Spokane Valley, Washington 99206. A total of 17 attended the meeting; including 13 SAJB voting representatives, 1 SAJB alternate voting representative, 1 non-voting member, Program Manager Hanson and 1 guest. The sign-in sheet of SAJB members and guests is available upon request.

Consideration of Regular Meeting Minutes

President Jeremy Jenkins called for any additions, corrections or deletions to the Minutes of November 30, 2017. Hearing none, Glenn Talmage moved to approve the minutes as submitted and Bruce Davidson seconded the motion. President Jenkins called for a vote and the motion carried unanimously.

President Jeremy Jenkins called for any additions, corrections or deletions to the Minutes of December 21, 2017. Hearing none, Bruce Davidson moved to approve the minutes as submitted and Glenn Talmage seconded the motion. President Jenkins called for a vote and the motion carried unanimously.

2) FINANCE COMMITTEE REPORT

Bryan St. Clair presented the Treasurer's financial reports for December 2017 and January 2018

SAJB Wellhead Implementation Plan (WIP) Funds

The Spokane County Investment Pool (Implementation) December balance was \$44,501.71. The January balance is \$44,541.53.

Administration and WIP Bill Payment Summary

Treasurer, St. Clair presented the Bill Payment Summaries for December 2017 and January 2018.

The December Bill Payment Summary totaled \$13,713.81. The December summary detailed SAJB Administration bills of \$2,077.00 and Wellhead Implementation Bills of \$11,636.81. The Program Manager Consulting Services including mileage and reimbursements for the month of December were submitted on December 27, 2017 and amounted to \$3,289.63.

Those present reviewed the December summary. Kelly Williquette moved to approve the December Bill Payment Summary as presented. Doug Babin seconded the motion. President Jenkins called for the vote, the motion carried unanimously.

The January 2018 Bill Payment Summary totaled \$2,098.55. The January summary detailed SAJB Administration bills of \$0.00 and Wellhead Implementation Bills of \$540.00. The Program Manager Consulting Services including mileage and reimbursements for the month of January and amounted to \$1,558.55.

Those present reviewed the January summary. BiJay Adams moved to approve the January Bill Payment Summary as presented. Kelly Williquette seconded the motion. President Jenkins called for the vote, the motion carried unanimously.

3) OLD BUSINESS

Idaho Washington Aquifer Collaborative (IWAC) – President Jenkins reported that the IWAC aquifer video was presented to the Kootenai County Aquifer Protection District (APD) and was well received. APD was one of the financial contributors for producing the video. The video can be viewed at www.iwac.us on the home page under “What’s Popular”. Dan Kegley, President of IWAC and Jeremy Jenkins, SAJB President both attended the APD meeting as part of a continuing effort for information sharing and relationship building between Idaho and Washington. In 2018, IWAC will focus on developing recommendations for regional irrigation design standards as a strategy to increase water efficiency in the summer month. BiJay Adams has been a champion for irrigation design standards for many years and will guide the IWAC design process. The next IWAC meeting is February 13, 2017, 1:30 pm at Liberty Lake Sewer and Water District.

2018 Wellhead Implementation Program Budget Adoption The updated 2017 actuals and end of year projections were reviewed, and questions were discussed in November and December of 2017. President Jenkins called for a motion to adopt the 2018 budget. Bill Rickard moved to adopt the 2018 Wellhead Implementation Budget as presented. Terry Squibb seconded the motion. President Jenkins called for the vote and the motion passed unanimously.

Resolution 2018-01 SAJB_ WIP Program Manager was presented for consideration by the Board. BiJay Adams moved to approve Resolution 2018-01 and Bruce Davidson seconded the motion. President Jenkins called for the vote and Resolution 2018-01 passed unanimously.

Resolution 2018-02 SAJB_KSPS Services was presented for consideration by the Board. BiJay Adams moved to approve Resolution 2018-02 and Paul Allen seconded the motion. President Jenkins called for the vote and Resolution 2018-02 passed unanimously.

4) NEW BUSINESS

2018 Administrative Dues – The Administrative dues cover SAJB mailbox, insurance and state audits. The current amount of \$150.00 per member is insufficient to cover the 2018 expenses, shown in Table 1, below.

Table 1 SAJB Administrative Account - Dues

• Dues \$150 x 21 members	\$3,150.00
Administrative Expenses	
• State Assessment Audit	\$1,116.00
• Enduris Insurance (full year)	\$2,769.00
• UPS Private Mailbox	<u>\$ 288.00</u>
Total Administrative Expenses	\$4,173.00
Shortfall	-\$1023.00
(\$48.71 additional per member)	

Terry Squibb asked when Dues were last raised. PM Hanson thought it was 2013 but upon checking, the Administrative Dues were last raised in 2015 from \$125.00 per member to the current \$150.00. Bruce Davidson made a motion to raise the Administrative Dues to \$200.00 per member per year. Scott Inch seconded the motion. President Jenkins called for questions and BiJay Adams requested that the Dues be reviewed annually to avoid another shortfall. President Jenkins called for the vote and the motion passed unanimously.

Next Meeting – The next meeting was scheduled for February 22, 2018; however, it conflicts with the 25th Annual SRC4 Seminar. Members present agreed to move SAJB to March 1, 2018. There will be two SAJB meetings in March on the 1st and 22nd.

5) WELLHEAD PROGRAM IMPLEMENTATION PLAN Program Manager's Report

Education and Awareness Upcoming Events

- 2/1/18 – Sunrise Elementary Science Night
- 2/8/18 – Holmes Elementary Science & Technology Night
- 2/27/18 - Lakeside High School Science Night
- 2/28/18 – Longfellow Elementary Science Night
- 3/15/18 – Trentwood Science Night
- 3/21/17 – Otis Orchards Science Night
- 4/21-22/18 – St. Al's Caring for Creation
- 4/21/18 – Earth Day

The Business Stormwater and Waste Disposal Guide was mailed to 338 auto and construction related business on December 26, 2017. Businesses were selected from the 2016 PCSI mailing list based on their potential impact on the most drinking water wells.

In 2018, a **Household Hazardous Waste Disposal Guide** (flipbook) will be developed focused on HHW, stormwater and water conservation. The goal is to have the guide completed, approved and printed in time for the Interstate Fair in September 2018.

The **Spokane Kootenai Waste Directory Media Campaign** is in the planning stage. PM Hanson requested SAJB member input on the 6-8 waste types that would be the focus of the campaign. Members suggested: 1) auto repair: oils, antifreeze, coolant, 2) nitrates in fertilizers, 3) herbicides and pesticides, and 4) pharmaceuticals.

EnviroStars transition to EnviroCertified has begun with a goal of June 1, 2018 to be fully operational. The Spokane River Forum contracted with Payne Hamblen to secure the Service Mark for EnviroCertified. While that is in process the following actions are being launched.

1. Rebrand & print: applications, decals, certificates, magnets, brochures
2. Re-brand website
3. Develop re-certification process for existing EnviroStars businesses
4. Develop certification process for new businesses
5. Contract intern to assist with re-certifying EnviroStars businesses

6) OPEN FORUM

7) ADJOURN

There being no further business this 25th day of January 2018, President Jenkins adjourned the meeting at 3:11 PM.

President Jeremy Jenkins

Secretary Todd Henry