



SPOKANE AQUIFER JOINT BOARD MEETING MINUTES

December 13, 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. A total of 19 attended the meeting including 12 SAJB voting representatives, 1 SAJB alternate voting representative, 2 non-voting members, and 4 guests. Program Manager Hanson was absent. The sign-in sheet of SAJB members and guests is available upon request. The meeting was called to order at 1:34 pm.

Consideration of Regular Meeting Minutes

President Jeremy Jenkins called for any additions, corrections or deletions to the Minutes of November 29, 2018. Hearing none, Bruce Davidson moved to approve the minutes as submitted and Lance Peterson seconded the motion. President Jenkins called for a vote and the motion carried unanimously.

2) FINANCE COMMITTEE REPORT

Treasurer, Bryan St. Clair presented the financial reports for December 2018.

SAJB Administration Funds

The SAJB checking balance for December 13, 2018 is \$1,137.23

SAJB Wellhead Implementation Plan (WIP) Funds

The Spokane County Investment Pool (Implementation) balance is \$45,137.57

Administration and WIP Bill Payment Summary

The **December Bill Payment Summary** totaled \$13,951.01 paid with checks numbered 2400-2402. The December summary detailed SAJB Administration bills of \$0.00 and Wellhead Implementation Bills of \$12,450.00. The Program Manager Consulting Services including mileage and reimbursements for the month of December amounted to \$1501.01.

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

3) OLD BUSINESS

America's Water Infrastructure Act of 2018 - Doug Greenlund – **Section 2008 Improved CCR**, beginning in 2020, large water systems are required to provide biannual CCRs. All systems will need to report information on corrosion control, exceedances and violations. **Section 2013 Community Water System Risk and Resilience**, has expanded criteria and requires a vulnerability assessment every 5 years. Detailed guidance on implementation is still needed. [Read the October 2018 Draft from USEPA.](#)

Idaho Washington Aquifer Collaborative (IWAC) – Andy Dunau, Spokane River Forum (SRF), presented a preview of SRF Conference sessions. The 2019 Conference theme is "Resiliency." Craig Anderson, Wayne Carlson and Brittany Port of AHBL, reviewed the Irrigation and Landscape Design Standards guidance document development outline. AHBL representatives will return on February 12, 2019, 1:30 pm to review work completed on the guidance documents. The goal is to complete the model standards for presentation at the SRF Conference on April 16, 2019. IWAC meetings are held the second Tuesday of the month at Liberty Lake Sewer and Water District.

KSPS 2018 Final Report – Dawn Bayman and Carl Heidle reviewed the 2018 KSPS education and awareness media services. Below are the summary highlights.

- **72 Aquifer in a Cup Workshops** reaching 1,525 students.
- **4 Aquifer in a Cup Video Lessons** produced airing on
 - KSPS,
 - PBS Kids 24/7, 490 Spots aired
 - Aquifer Education Portal ksp.org/aquiferinacup and
 - PBS Learning Media <https://ksp.pbslearningmedia.org/>
- **Digital promotion** total reach 174,549
 - Program highlights 12 x 10,500 per month
 - KSPS.org Home page ads 16,032 reach
 - 24 twitter post reaching 7,689
 - 40 Facebook posts reaching 23,567
- Write up in **Prevue Program Guide** send to 24,000 donors
- **Aqua Duck appearances** Total Estimated attendees 21,700.
 - Coeur d'Alene Lake 4th of July parade 20,000+ attendees
 - Fit Kids Day 1,700 attendees
- **On – Air Spots** KSPS Public TV 620 + PBS Kids 24/7 490 = total 1,110. Estimated 2.8 million household views
 - EnviroCertified – 195 (adults)
 - SpokaneWasteDirectory.org – 161 (adults)
 - Lawn Watering/Storm Drains (2 spots) – 54 (adults)
 - Aquifer in a Cup Workshops – 70 (children)
 - Aquifer in a Cup Lessons – 140 (children)
- **Total Value \$109,650 Cost to SAJB \$45,000**
 - On-Air Messaging/production - \$61,250
 - 72+ Education Workshops - \$36,000
 - Digital Promotion & Education - \$12,400

2019 Budget Approval - The 2019 budget was reviewed, and media ideas were discussed for new 2019 media marketing possibilities. Paul Allen moved to approve the 2019 budget

and Bijay Adams seconded the motion. President Jenkins called for a vote and the motion passed unanimously.

A question was raised about a cost of living adjustment (COLA) for the Program Manager (PM). Discussion followed. Paul Allen moved to rescind the motion to approve the 2019 budget and BiJay seconded the motion. BiJay Adams made a motion to amend the 2019 budget to increase the PM line item from \$43,000 to \$45,150 which is a 5% COLA. Bruce Davidson seconded the motion. President Jenkins called for the vote to approve the Program Manager's cost of living adjustment and the motion passed unanimously. In January, the 2019 Program Manager resolution will be updated to reflect the COLA.

Bruce Davidson moved to reapprove the 2019 budget with the approved Program Manager's cost of living adjustment. BiJay Adams seconded the motion. President Jenkins called for a vote and the motion passed unanimously.

4) NEW BUSINESS

Next Meeting – January 24, 2019

5) WELLHEAD PROGRAM IMPLEMENTATION PLAN –Program Manager's Report. 2019 Education and Awareness Events

- 1/23/19 – Summit Elementary Science Night
- 1/24/19 – Audubon Elementary Science Night
- 1/28/19 – EnviroCertified Steering Committee Meeting
- 2/7/19 – Holmes Elementary Science & Technology Night
- 2/21/19 – McDonald Elementary Science Night
- 2/28/19 - Otis Orchards Science Extravaganza
- 3/13/19 - 15th Annual Service Truck Rodeo at CenterPlace-Spokane Valley
- 3/14/19 – Trentwood Elementary STEM Night
- 4/16-17/19 – Spokane River Forum Conference – Davenport Grand Hotel
- 4/24/19 – Orchard Family Center Science Night

Business Assistance: EnviroCertified Recognition Program – In 2018, the EnviroStars Business recognition Program was successfully relaunched as the EnviroCertified Program. From July through November 45 of the 79 EnviroStars became EnviroCertified, (7) were decertified and nine (9) new businesses have been certified. The EnviroCertified Property Management application was developed and will be a focus for 2019 along with completing the remaining 24 EnviroStars recertifications.

6) OPEN FORUM

7) ADJOURN

There being no further business this 13th day of December 2018, President Jenkins adjourned the meeting at 2:27 PM.

President Jeremy Jenkins

Vice President Shane Sheppard