



SPOKANE AQUIFER JOINT BOARD MEETING MINUTES

January 23, 2020

SAJB Officers:

President Jeremy Jenkins, VP Shane Sheppard, Secretary Todd Henry, Treasurer Doug Greenlund

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 18 attended the meeting including 10 SAJB voting representatives, 0 SAJB alternate voting representatives, 3 by proxy, 1 non-voting member, Program Manager Hanson and 6 guests. The sign-in sheet of SAJB members and guests is available upon request. The meeting was called to order at 1:33 pm. Vice President Shane Sheppard called for introductions.

Consideration of Regular Meeting Minutes

VP Sheppard called for any additions, corrections or deletions to the Minutes of December 5, 2019. Rick Neal moved to approve the minutes as presented and Paul Allen seconded the motion. VP Sheppard called for a vote and the motion carried unanimously.

2. FINANCIAL REPORT

Treasurer, Doug Greenlund, presented the financial report for Dec. 2019 and Jan. 2020.

SAJB Administration Funds

The SAJB checking balance for January 23, 2020 is \$2,655.23

SAJB Wellhead Implementation Plan (WIP) Funds

The SAJB WIP checking balance for January 23, 2020 is \$32,032.93

The Spokane County Investment Pool (Implementation) balance is \$ 46,172.46

Administration and WIP Bill Payment Summary

The **December Bill Payment Summary** totaled \$2,829.75. The December summary detailed SAJB Administration bills of \$0.00 and Wellhead Implementation Bills of \$0.00.

- Check # 2464 Program Manager Consulting Services including mileage and reimbursements for the month of December amounted to \$2,829.75.

The **January Bill Payment Summary** totaled \$3,059.74. The January summary detailed SAJB Administration bills of \$0.00 and Wellhead Implementation Bills of \$408.63.

- Check # 2466 Jeremy Jenkins – Adobe License Reimbursement \$359.88
- Check # 2465 Anne Francis Web Design Invoice 6884 \$48.75
- Check # 2467 Program Manager Consulting Services including mileage and reimbursements for the month of January \$2,651.11.

Those present reviewed the bill payment summaries. Bruce Davidson moved to approve the December 2019 and January 2020 Bill Payment Summaries as presented. Rick Neal seconded the motion. VP Sheppard called for a vote and the motion carried unanimously.

The **2020 Assessment** connection number requests will be sent out to the members by the end of January. When paying the 2020 Dues and WIP Assessment, Treasurer Greenlund prefers 2 checks one for dues and one for assessments.

VP Sheppard adjusted the agenda to allow guest presenter, Simon Ramel-McKay, Spokane County Emergency Management System, to follow the financial report.

GUEST SPEAKER

Alert Spokane - Simone Ramel-McKay, Spokane County Emergency Management, informed members of ways that Alert Spokane can help purveyors inform the public about Boil Orders such as the recent situation in Liberty Lake. BiJay Adams described the support LLSWD received in getting the Boil Order notice out to Liberty Lake residents. Alert Spokane, Code Red and IPAWS are mass notification systems provided by public safety funds and at no cost to water purveyors. In the event of a boil order, water purveyors would call the Emergency Management Duty Officer who would determine the most appropriate process for mass notification. A Duty Officer is available 24/7. Purveyors will need to encourage their service area residents to sign up on their land lines and cell phones with Alert Spokane (Code RED) at 866-419-5000. IPAWS (Integrated Public Alert Warning System) is only conducted through cell phones. Simone will work with SAJB to establish a group MOU.



www.alertspokane.org

ALERTING NEXT STEPS



Ramel-McKay, Simone <SRamelMcKay@SpokaneCounty.org>
 To: Toni Lee Hanson (sajbinfo@gmail.com)
 Cc: Ramel-McKay, Simone

Reply Reply All Forward ...

Thu 1/23/2020 3:32 PM

Hi Tonilee, I discussed the Memorandum of Understanding with the Department of Health after we left, and they are totally fine to create a MOU with the SAJB. It will take a little time to have that completed, so in the meantime, if a situation were to arise, please let members know that they should plan to call Department of Emergency Management's 24/7 Duty Officer at 509-477-3009. It is also important to remind them that they must still follow standard procedures in terms of DOH notifications, press releases, etc. As a best practice recommendation, County Commissioners or the Mayor of the jurisdiction affected should also be notified. I will be following up with all government entities to let them know of the next steps.

Simone Ramel-McKay, M.A.



Program Specialist

Focus Areas: Alert & Warning and Volunteer Mgmt
 Greater Spokane Emergency Management
 1121 W. Gardner Ave., Spokane, WA 99201
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 509.477.3006, office / 509.385.9235, cell

3. OLD BUSINESS

IWAC – Irrigation & Landscape Design Technical Assistance Workshop 1/29/20 CDA Library. Forty participants were registered with room for 30 more as of 1/23/20.

Wellhead Implementation Plan Update – A subcommittee is being formed to review the plan and prepare a suggested list of updates. VP Sheppard reported that the SAJB website WIP link is broken. PM Hanson will work with Anne Francis Web Design to get it repaired.

Water Pooling – President Jenkins sent out a Doodle Poll to all who indicated interest in the discussion which will include the feasibility and implications of forming a “Joint Control Board” under SAJB focused on water pooling.

Fire Hydrant Locks – Update: Matt Wright reported that Whitworth Water District is concerned that the break-away hydrant lock is not strong enough. Whitworth is looking for a more substantial lock that will be acceptable to the Fire Department. Consolidated Irrigation District will install a number of locks each year starting with the hydrants that have the most issues. Moab Irrigation District and LLSWD are ordering locks. East Spokane Water District has begun the process of locking hydrants. Liberty Lake Sewer and Water District is not issuing hydrant permits. Instead they have dedicated fill stations that have a code for logging into the meters. Modern Electric Water Company and Whitworth Water District also have designated fill stations. Most members are planning to try the designated locks and re-evaluate the hydrant locking process in a year or so.

4. NEW BUSINESS

2020 Resolutions – VP Sheppard presented the 2020 resolutions individually for discussion and approval. For each resolution, the members who made and seconded the motions to approve are recorded below.

2020-01 Program Manager ECS Tonilee Hanson – Bruce Davidson moved to approve Resolution 2020-01. BiJay Adams seconded the motion. VP Sheppard called for the vote and the motion passed 13 ayes and 0 nays.

2020-02 KSPS Public Television – Doug Greenlund moved to approve Resolution 2020-02. Rick Neal seconded the motion. VP Sheppard called for the vote and the motion passed 13 ayes and 0 nays.

2020-03 Spokane River Forum – Rick Neal moved to approve Resolution 2020-03. BiJay Adams seconded the motion. VP Sheppard called for the vote and the motion passed 13 ayes and 0 nays.

2020-04 PCSI Boese Water Resources – Glenn Talmage moved to approve Resolution 2020-04. Rick Neal seconded the motion. VP Sheppard called for the vote and the motion passed 13 ayes and 0 nays.

2020-05 Blue Sky Media - Bruce Davidson moved to approve Resolution 2020-05. BiJay Adams seconded the motion. VP Sheppard called for the vote and the motion passed 13 ayes and 0 nays.


Next Meeting Date – February 27, 2020 Location: Modern Electric Water Company

5. WELLHEAD PROGRAM IMPLEMENTATION PLAN - Program Manager's Report

Education and Awareness – As part of Resolution 2020-05, Reanette Boese will begin representing SAJB at some of the school and community events. Reanette's name is shown next to upcoming events she will attend. PM Hanson will represent SAJB at all of the other events. Many thanks to Reanette for assisting SAJB in having a presence at more community and school events.

• 1/28/20	Sunrise Elementary Presenter's Night
• 1/29/20	IWAC Irrigation & Landscape Design Workshop
• 1/30/20	Otis Orchards Science Extravaganza
• 2/3/20	Whitworth Science Methods for Teachers
• 2/6/20	Holmes STEM Night – Reanette Boese
• 2/26/20	Longfellow Science Night – Reanette Boese
• 3/11/20	Service Truck Rodeo – Track 2 Reanette Boese
• 3/16/20	Evergreen Elementary STEM Night
• 3/26/19	Trentwood Elementary STEM Night
• 4/18-19/20	Caring for Creation St. Al's Parish
• 4/21/19	Audubon Elementary STEAM – Reanette Boese
• 4/30/19	PNWS – AWWA Waste Directory Session

EnviroCertified now has 80 certified businesses. The 2020 Media Campaign will focus on a ten-month campaign for EnviroCertified business assistance, four months for teacher education and awareness and four months for water conservation.

				
Fiscal Year 7/1 to 6/30	# Renewal	# New	Total Certified	Sold - Not Interested - Decertified
EnviroCertified 1/2020		2		
Total EnviroCertified 6/1/2018-1/23/20	51	29	80	17
New Certifications				
<ul style="list-style-type: none"> • 12/17/19 Larry H. Miller Honda • 1/8/20 FIVE GUYS Burgers & Fries – North • 1/13/20 Pacific Lawn Maintenance 				

2020 Media Campaign – Blue Sky Marketing





February – November 2020

- **EnviroCertified runs throughout entire 10-month campaign:** Increase the number of EnviroCertified Businesses, promote certified businesses and increase the number of visitors to www.EnviroCertified.org

March – April and October – November 2020

- **Teacher Focus:** Increase the number of teachers accessing resources at www.spokaneaquifer.org

June – September 2020

- **Focus: Water Wisely:** Decrease summer water use and increase water use efficiency

6. ADJOURN

There being no further business this 23rd day of January 2020, Vice President Shane Sheppard adjourned the meeting at 2:42 PM.

Vice President, Shane Sheppard

Secretary, Todd Henry