



SPOKANE AQUIFER JOINT BOARD MEETING MINUTES

October 22, 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 via Zoom. A total of 18 attended the meeting including 9 SAJB voting representatives, 0 SAJB alternate voting representatives, 1 non-voting member, Program Manager Hanson and 7 guests. The sign-in sheet of SAJB members and guests is available upon request. The meeting was called to order at 1:38 pm.

Consideration of Regular Meeting Minutes

President Jeremy Jenkins called for any additions, corrections or deletions to the Minutes of September 24, 2020. One correction on page 6, Updates BiJay Adams ... "88,000 feet" should be changed to 8,000 feet. Bryan St. Clair moved to approve the September minutes as corrected. Todd Henry seconded the motion. President Jenkins called for a vote and the motion carried unanimously.

2. FINANCIAL REPORT

President Jenkins presented the Treasurer's Report

September Check # 2505 to Walt's Mailing Service for \$500.11 was lost in the mail. Check #2506 was issued as a replacement check.

The **October Bill Payment Summary** totaled \$7,669.76 as detailed in WIP check numbers 2507-2511. The October summary detailed Wellhead Implementation Bills of \$4,675.75. Program Manager Consulting Services including mileage and reimbursements for the month of October amounted to \$2,994.01.

Those present reviewed the bill payment summaries for October. Matt Wright moved to approve the October 2020 Bill Payment Summary as presented. Bryan St. Clair seconded the motion. President Jenkins called for a vote and the motion carried unanimously.

3. OLD BUSINESS

[Wellhead Implementation Plan \(WIP\) Update](#) – Tabled for November

Fire Hydrant Locks – KSPS's videographer worked with President Jenkins at LLSWD filming hydrants and locks. Jeremy reported that a few locks have disappeared. Matt Wright, Whitworth, asked is anyone had recently discussed hydrant locks with Fire District (FD) #9. No contact with FD#9 was reported. Holt Ayles, SCWD3, and Matt Wright will get together outside of the meeting and discuss ideas for working with FD#9.

2020 PCSI – Reanette Boese prepared the 2020 PCSI KZM map for the First Responder page on the website. She emailed the map to all SAJB members. The map was sent to Anne Francis to update the PCSI web page and will be posted by October 26th. Traci Harvey, Spokane Valley Fire Department, offered to send Austin Morrell's email and requested the 2020 PCSI Map be sent to them for distribution.

Find My Water Provider Map – The Service Area Map needs updating in both ID and WA. Reanette Boese has been working with WA purveyors to confirm service areas. Some boundaries between Whitworth Water District and Spokane County Water District #3 have changed and need to be verified. President Jenkins has reached out to Idaho water purveyors. Thanks to everyone who is working to provide the data needed for updating and verifying the service area maps.

SAJB Fire Hydrant PSA Script – Dawn Bayman, KSPS, shared the final script for the new Fire Hydrant Backflow PSA. Video of Dan Kegley, on location in Spokane Valley, was shot along with footage at Whitworth and SCWD3 hydrants. Next steps include:
1) Additional video of various types of hydrants, locks, fill stations and correctly outfitted trucks. 2) KSPS will mock-up some graphics for the news stories so permission from news outlets is not required. KSPS will have the video completed in the next couple of weeks.

4. NEW BUSINESS

2021 DRAFT Budget – PM Tonilee reviewed the draft 2021 budget. Revenue is projected to be \$142,000.00 in 2021 which is slightly higher than 2020 due to new construction and connections. It is estimated that remaining 2020 expenditures will amount to \$35,000.00. When the 2020 expenses are paid it is estimated that \$23,500.00 will be remaining in the WA Trust WIP Account. The draft 2021 budget proposes expenditures of \$135,605.00. SAJB members are invited to propose new projects or to recommend increased budgets for existing projects.

The Spokane River Forum (SRF), working with IWAC and SAJB, plans to develop a Water Conservation and Aquifer Protection Web Directory based on the success of the Spokane Waste Directory. To date the SAJB budget has allocated SRF funding in the Pro-Active Business Assistance line item. The EnviroCertified Program is fully funded and will continue without requiring additional SAJB funding for 2021. Members were asked if the SRF funding should be split between Business Assistance, Water Conservation and Contaminant Disposal. Members present agreed with making the program line item allocations. SRF is planning a Virtual H2O Breakfast in Spring of 2021.

Backflow Symposium – BiJay Adams and Shane Sheppard proposed that SAJB work with SRC4, DOH, IWAC and other interested groups to hold a Backflow Symposium. The purpose would be to share and discuss backflow practices, policies, enforcement strategies and look for opportunities to align practices as a region. SRC4 is not holding its Annual Seminar. Todd Henry, SRC4 VP and SRC4 President Kelly Williquette will work with BiJay Adams to determine the viability of a Backflow Symposium. Sheri Miller, DOH, stated that Cross Control Connection / Backflow Education is something DOH would support. Sheri will send links to the rules and regulations.

PM Tonilee Hanson shared plans for an IWAC/SAJB Backflow webpage. Below is an initial list of items that can be included on the page. The page will be developed and remain private until IWAC/SAJB/SRC4 approve the contents.

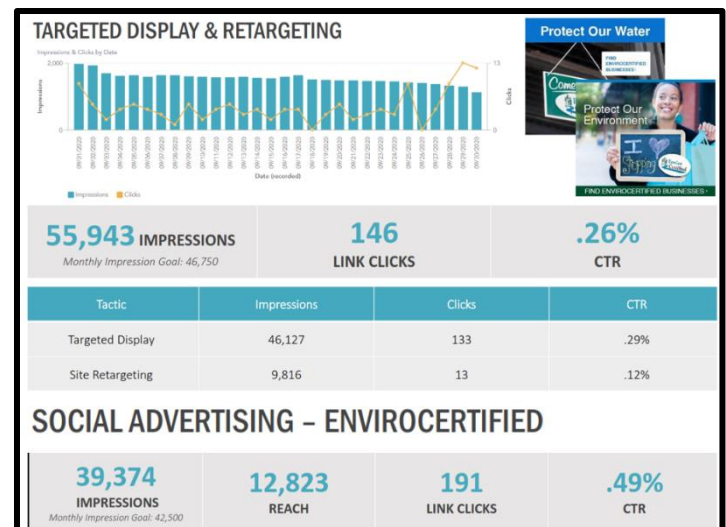
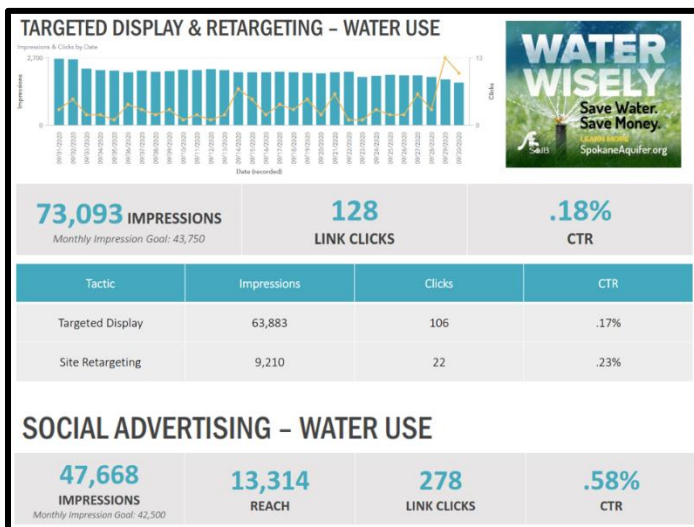
- Cross Connection Control / Backflow Definition
- [Liberty Lake Backflow Education Video](#)
- Why Backflow Protection is Important
- Risks List – Prepared by BiJay Adams
- IWAC Residential Video
- [City of Spokane Fire Hydrant Backflow Protection Video](#)
- List of licensed Backflow Testers in ID and WA
- SAJB Fire Hydrant Backflow PSA – In development KSPS
- SRC4 – [Education](#)
- Regulations DOH and IDEQ

Change Meeting Dates for November and December due to holidays – SAJB members agreed to hold meetings on November 19, 2020 and December 17, 2020.

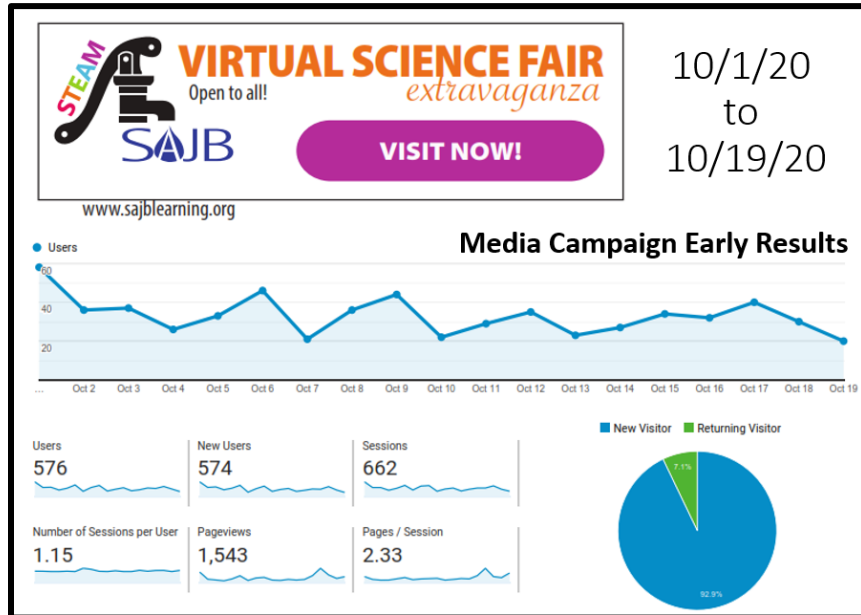
5. WELLHEAD PROGRAM IMPLEMENTATION PLAN - Program Manager's Report Education & Awareness – Kristen Zimmer reported that she and Elizabeth Lancaster are conducting Virtual Aquifer in a Cup Workshops. Kristen has also given her first virtual tour of Upriver Dam and Well #1. Kristen offered to conduct Virtual Tours at SAJB member facilities. Dawn Baymen added that, despite the pandemic, KSPS will meet all of the deliverables outlined in Resolution 2020-02. Dawn also detailed the education resources available on PBS Kids, the 5 videos KSPS created for the SAJB Virtual Science Fair Extravaganza and the focus on aquifer education.

HHW - Waste & Recycle Directory Re-Launch is scheduled for mid-November.

Water Wisely Media Campaign – September results are shown below on the left.



EnviroCertified Media Campaign results for September are shown above on the right.



SAJB Website Statistics – From January 1, 2020 to September 20, 2020 SAJB's website had 51,833 pageviews. Visitors searched for contact information for water purveyors in 44% or 22,719 of the pageviews. Teacher and community education program pages were viewed 15,902 times or 31% of all pages.

6. UPDATES

Sheri Miller, DOH Division of Drinking Water, has been conducting Sanitary Surveys. She is working from home or is out in the field doing a survey. If you need to contact Sheri, you can use Ed Parry's old number. Sheri asked everyone to be understanding with any delays in responding.

7. ADJOURN

There being no further business this 22nd day of October 2020, President Jenkins adjourned the meeting at 2:50 PM.

President, Jeremy Jenkins

Vice President, Shane Sheppard