



SPOKANE AQUIFER JOINT BOARD MEETING MINUTES

March 25, 2021

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 20 attended the meeting including 10 SAJB voting representatives, and one proxy. Bob Cunningham gave his proxy to Justin VanDyke. Others in attendance included 1 non-voting member, Program Manager Hanson and 9 guests. The sign-in sheet of SAJB members and guests is available upon request. The meeting was called to order at 1:35 pm.

Consideration of Regular Meeting Minutes

Vice President Shane Sheppard called for any additions, corrections or deletions to the Minutes of February 25, 2021. Bryan St. Clair moved to approve the February minutes and Terry Squibb seconded the motion. VP Sheppard called for a vote and the motion carried unanimously.

2. FINANCIAL REPORT

Treasurer Doug Greenlund presented the March Financial Report

The **March WIP Bill Payment Summary** totaled \$9,071.72 as detailed in WIP check numbers 2527-2532. The March summary detailed Wellhead Implementation Bills of \$2,597.00. The Potential Contaminant Source Inventory amounted to \$2,587.50. Program Manager Consulting Services including mileage and reimbursements for the month of March amounted to \$3,887.22.

Those present reviewed the bill payment summary for March. Terry Squibb moved to approve the March 2021 Bill Payment Summary as presented. Rick Neal seconded the motion. VP Sheppard called for a vote and the motion carried unanimously.

The Spokane County Pool Balance is \$47,184.10. The Washington Trust WIP Balance is \$109,071.08 and the Washington Trust Administrative balance is \$6,939.09.

3. OLD BUSINESS

Aquifer Folders Reprinting quote for discussion and approval. In 2015, National Color Graphics printed 20,000 folders at a cost of \$6,176. The cost was split by SCWRC & SAJB. SAJB used 10,000 folders over 5 years and borrowed an additional 700 folders from SCWRC to meet Aquifer workshop demand until new folders could be printed. Program Manager Hanson mistakenly did not include reprinting aquifer folders in the 2021 SAJB budget. 2020 ended with a balance of \$36,012.11 in the WIP account so, funds are

available to cover this unbudgeted expense. National Color Graphics provided the following quote which includes updating 2 logos on the folders:

- 5,000 aquifer folders = \$2,935
- 7,500 aquifer folders = \$ 3,765
- 10,000 aquifer folders = \$4,805

Discussion concentrated on the quantity of folders to purchase. Todd Henry moved to purchase 10,000 folders. Doug Greenlund seconded the motion. VP Sheppard called for the vote and the motion passed unanimously.

Update to the Coordinated Water System Plan (CWSP) – Mike Hermanson, Spokane County Water Resources Manager, returned this month to engage water purveyors in a follow-up discussion for updating the CWSP. Mike reviewed two update approaches. Discussion followed. SAJB members present preferred a streamlined approach which would be conducted and funded by Spokane County with facilitation assistance from the WUCC chairperson and include updates for: 1) out of date elements, 2) policies and procedures to reflect current practices 3) boundary amendment process and 4) operating procedures for WUCC (Water Utility Coordinating Committee) Executive Committee.

If, during the CWSP update process, a policy is found that warrants a more comprehensive update it is possible that water purveyors could hire a consultant to research and develop the policy. Mike emphasized that participation by water system representatives is crucial. Next steps include:

- All water systems that serve over 50 connections or are over the Spokane Valley Rathdrum Prairie Aquifer will receive invitations from Mike to participate in a scheduled meeting of the WUCC.
- A WUCC Chairperson will be selected.
- Operating agreements will be developed including what constitutes a quorum.
- The existing CWSP will be reviewed for administrative updates.
- Recommendations will go the County Commissioners for approval.
- DOH will have final approval.

The CWSP update timeline is approximately one year.

[H2O Breakfast 3/31/21 8:00 am – 9:30 am](#) - Register today. Send Tonilee a text or email and she will submit your name for the sponsor registration.

Ty Wick Memorial –VP Sheppard shared some next steps for developing the award. The first step is to get approval from Ty Wick's family for the name and focus of the award. Justin VanDyke will ask Kelly Williquette, the subcommittee chairperson and the one most connected to Ty Wick, to discuss the award with Ty's family. Following approval, the subcommittee will develop the award criteria and application process. The first Ty Wick Award would be presented at the 2022 Spokane River Forum Conference.

ACTION ITEM: Please send photos, testimonials, and memories of your work with Ty. These will be added to the Award page on the SAJB website.

Aquifer Protection Gravel Pits – Reanette Boese added the gravel pit on Theirman to the 2021 PCSI database. The property has a new owner. Further discussion was tabled until the April meeting.

4. NEW BUSINESS

2021 PCSI – Reanette Boese reported that she has reviewed building permits, Ecology's Tier II list and other sources to prepare the 2021 PCSI list. Reanette will email each purveyor with instructions and the spreadsheet list to review. 2021 is not a map and mailing year but it is important to keep the PCSI list up to date.

Backflow Media Campaigns - SAJB is working with BlueSky Marketing to promote the IWAC residential backflow video in April and May. The SAJB fire hydrant backflow video will be promoted in July. IWAC is working with Rogue Heart Media to shoot 2 videos: BiJay Adams and Terry Pickel will 1) demonstrate how easy it is to retrofit spray head nozzles and share actual water savings at LLSWD, and 2) discuss the importance of residential backflow assembly maintenance with a certified backflow assembly tester.



Next Meeting April 22, 2021 will be held via Zoom.

5. WELLHEAD PROGRAM IMPLEMENTATION PLAN - [Program Manager's Report](#)

Check out the Program Manager's report linked above to get updated on all of the following events and activities.

Education & Awareness The [SAJB Virtual Science Fair](#) Website has had 1,950 users since it launched on October 1, 2020. There are 15 booths and 58 activities for students grades K-8. The chart below shows how the flow of users has changed between October 2020 and March 2021.



HHW - Waste & Recycle Directory Google Analytics. Adding recycling to the Waste Directory affected existing Google analytics algorithms. Two media campaigns will start in April and May. The SRRTF is funding a campaign to focus on products that contain PCBs. The WRRED grant is funding a campaign focused on contaminants in the recycle bins. The media campaigns will include radio, pre-roll videos, Facebook and Instagram ads and digital display ads.



EnviroCertified – In March three businesses became 5 stars EnviroCertified. [Townshend Cellar](#), [Soluble Oak](#), and [the City of Cheney Recycling Center](#).

6. OPEN FORUM

Austin Morella, SV Fire Department, reported that fire hydrant testing is using a new software to streamline the process. Almost all hydrants in the valley are now locked and hydrant locks are replaced following the testing. Purveyors asked if the new software would still provide an excel spreadsheet with the testing data. Austin agreed that it is important to preserve the excel function for reporting to purveyors.

Sheri Miller, DOH is scheduling the 2021 required sanitary surveys for: Carnhope Irrigation District, East Spokane Water District, Hutchinson Irrigation District, Irvin Water District, North Spokane Irrigation District, Orchard Avenue Irrigation District, Pasadena Park Irrigation District, Trentwood Irrigation District, and Vera Water and Power. Send Sheri an email if you want a particular time of the year.

7. ADJOURN

There being no further business this 25th day of March 2021, Vice President Shane Sheppard adjourned the meeting at 2:43 PM.

Vice President, Shane Sheppard

Secretary, Todd Henry