

Attendees: Russell Tanner (former Director); Steve Muretta (Director); Mike Hondorp, Mike Williams, Doug Allen and Ed Caudill (new Directors-elect)

The meeting was called to order at approx. 3:05 PM by former Board President Tanner at the offices of Prudential Canterwood Realty. Tanner explained that the meeting was intended to provide the newly elected Board members with an overview of the STEP system. Russell provided a hardcopy set of City of Gig Harbor invoices from 12/06 through 6/11 to Hondorp. Muretta said he also had a set and that he would put the information therein into a spreadsheet and provide it to all.

Tanner showed the group a set of engineering drawings that showed the layout of the STEP system throughout Canterwood. He provided handouts of the system overview, as well as details of the main meter in the vault along Baker Way outside the resident gate. He said that all the STEP system details are kept on file in his office.

The group then commenced a tour of STEP facilities starting at the nearby meter vault along Baker Way. Russell explained the meter set-up and where he takes readings of output concentration levels. The group then proceeded to Board President Muretta's house on Tanager Dr. for a closer look at a typical home system set-up. The group was shown the location of the "ball valve" shut-off access in the yard, as well as the solids/liquids tanks and the pump tank. Russell also discussed the set-up of system valves in the street and how sections can be isolated in an emergency or for repairs.

The group end the tour at the treatment shed inside the Baker Way resident gate. Russell explained why and how the blue treatment additive (Bio-Magic) is injected into the system main line to mitigate concentration of hydrogen sulfide in order to satisfy City of Gig Harbor requirements for the STEP outflows. Russell said that such treatment is expensive and costs the STEP about \$1900 a month. He then answered member's questions about treatment options. One item discussed was the need to get accurate water usage data for all STEP member properties for at least the past two years from Peninsula Light as soon as possible. Such data is needed to validate City of Gig Harbor flow readings for the same periods and to use in discussions with City officials of possible billing changes. The group also discussed using Eva Hill or someone to assist in getting bid proposals from qualified contractors/operators such as Northwest Cascade for a possible new community drain field system in lieu of City treatment.

Then meeting concluded with a brief discussion about next steps by various members, including: Tanner, Hondorp and Caudill to deal with banking matters; Muretta to deal with invoice history; Allen to look at insurance coverage and the requirement for the bi-monthly utility excise tax payments to the state; Williams and Tanner to work with the City on billing issues (at the appropriate time); Hondorp to work on accounting and tax return matters.

Tanner suggested that a regular Board meeting be held in the not too distant future to deal with organizational issues and normal business matters as necessary once banking and some other information has been obtained. It was thought that the week of Sept. 5 would be best for such a next meeting.

The meeting was adjourned at 4:35 PM.