

Clallam Bay/Seki Sewer Advisory Committee
September 25, 2025, 3pm Meeting Minutes
Clallam Bay Fire Hall, Clallam Bay, WA

Abbreviations: Clallam County Public Works (CCPW), Wastewater Treatment Plant (WWTP)
Board of County Commissioners (BOCC)

(A recording of this meeting is available on the Clallam County website:

<https://www.clallamcountywa.gov/AgendaCenter>)

A. ROLL CALL:

Members:

Adele Kelly
Karin Ashton
Glenn Teeter
John Robinson
Pam Hill

Staff/Interested Parties:

Ron Garcelon, CCPW Utility Program Mgr.
Steve Gray, CCPW Deputy Director
Mike French, Clallam County Commissioner
Richard Moody, public

B. FOR THE GOOD OF THE ORDER:

- Approval of minutes: May 2025 and August 2025, both approved, none opposed.

C. STAFF REPORTS

1. WWTP Staffing Update: Currently two operators working with one Public Works staff member helping on Tuesdays.
2. Pump Station project update: Clallam Bay, Middle Point, Snob Hill pump stations – Bid opening, contract awarded/executed with Bruch & Bruch, work to begin early 2026 due to pump lead time.
3. Still awaiting contract for next phase of I/I sewer pipe replacement project.
4. Annual inspection by Department of Ecology upcoming October 17th.

D. CONTINUING BUSINESS ITEMS

- User Rate Discussion –

Staff restated that their task is to have O&M paid for by user fees. Millions of dollars in capital improvements have been paid for, and future capital improvements are currently planned to be paid for, by other funding sources (grants, etc.). Additionally, staff restated the committee's process over the last several years as a two-step process whereby the first step was to capture all users (this was completed with the ordinance update in 2023) and we are currently in the second step to adjust rates to cover O&M costs with user fees spreading it out over all users.

John R. stated that he has had discussions with approximately 25 community members and they do not support a rate increase. John R. stated they said they don't support the rate increase because they "don't have the money" and further stated that many community members only have Social Security for income. John R. stated that an increase from \$51 to \$60.90 is too big of an increase at one time.

Adele K. stated that any increase should be phased in slowly, further stating the lack of support from the community.

Pam H. stated that community members she spoke with supported the rate increase to pay for current staffing and O&M, but they did not support changing to a different rate structure (i.e. flat fee) or increasing staff. This is because it is too much of an increase at one time.

Karin A. stated the community members she spoke with are very happy with the capital improvement work that has been done to date.

Glenn T. suggested a smaller rate increase (perhaps 8%) over a few years to catch up to O&M costs instead of one large increase in the first year.

John R. agreed an increase of 8% could be easier to convince the community to accept, John R. suggested 8% over 3 years and continue to adjust in future years if needed.

John R. asked staff to work up a spreadsheet showing how various rate increase percentages would affect the rates and O&M budget.

Discussion was had regarding rate structures: Glenn T. noted the benefits of a “flat rate” user fee vs. relying on a variable excess fees. However, he noted it was too steep of a jump at this time. But it might be a good rate structure to change to in the future.

Brief discussion was had regarding late fees.

E. PUBLIC COMMENT

- Richard Moody: Stated he thinks all ERUs should be charged the same. He also stated he prefers the flat fee rate structure.

F. NEXT MEETING / FUTURE AGENDA ITEMS DISCUSSION

TBD

G. ADJOURNMENT – Meeting Adjourned @ 4:02 pm