

Canterwood STEP System Association
October 11, 2013

Dear Canterwood STEP System Association member;

Our information meeting was held on October 3, 2013 and we had excellent attendance. 83 members attended a presentation on the issues that we outlined to you in our last emailed communication. We took a straw vote on the issues and the majority of those attending were in favor of the Board's plan of action.

The Board of Directors met on October 5, 2013 and unanimously approved two action items.

1. **The Board of Directors will assess all members \$270.00** to raise the reserve account balance and to cover anticipated system maintenance and improvement expenses. This \$270.00 assessment will appear in your next STEP bill. It will be spread over three billing periods over the next six months. We will accept full payments of \$270.00 by members who wish to pay the assessment in one payment.

2. **The Board of Directors will require every STEP Member to have their septic system inspected, repaired if necessary, and certified that the system is intact and not leaking ground water.**

The inspection will require a septic system maintenance company flooding the surrounding area around each septic tank and visually inspecting for water entering the lid, risers, the joints between the riser and the concrete tank, and the entry and exit openings in the tank for house lines and STEP lines. Finally, inspect the integrity of the back flow valves, the cut off valve, and the screen or filter.

See attached inspection protocol

These inspections **must** be made between **November 1, 2013 and March 31, 2014**. We have contacted three septic system maintenance companies who can do the work. These are Drain Pro 253-539-4498, FloHawks 360-698-3212, and Hemley's 360-373-0821. **Inspection and repair costs will vary based upon the nature of the work necessary to gain access and eliminate the ground water intrusion.** The STEP Board of Directors will meet with all three companies to outline the scope of the inspection requirements. This will ensure that every inspection, regardless of the company, will check all of the possible entry points for ground water.

Members are encouraged to contact all three companies to get bids before making a final decision as to which company to use.

After the inspection and repairs if necessary, the company will provide you with a report stating that your septic system is intact and not leaking ground water. You would then present the report to Ms. Susan Anderson at the Canterwood Commercial Building, first floor, on the corner of Baker Way and Canterwood Boulevard on or before **March 31, 2014**.

STEP Members who **fail to comply** by **March 31, 2014** will have their septic systems inspected by one of these companies under the direction of the STEP Board of Directors and relevant charges added to the member's STEP System bill.

Your Board of Directors recognizes that these actions are not something you welcome. However, they are in response to some serious problems that must be addressed.

Sincerely,

STEP Board of Directors

Ed Caudill

Chuck Pruitt

Ken Sadoian

Alan Weiss

Michael Williams