

**FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON**

Minutes of July 14th, 2014

MEETING PLACE

5421 Woodard Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Lou Malzone (*President*); Commissioner Hansen (*Vice President*), and Marilyn Abrahamson (*Secretary*)

Professional Services: Terri Campbell (Finance Manager) Andy Campbell (*Certified Operator*); Rodger Kuykendall, Eric Nutting, (*Gray & Osborne*)

Audience: See attached list (*sign in sheet*)

1. CALL TO ORDER

Commissioner Malzone called the meeting to order at 5:50 P.M.

2. FLAG SALUTE

3. AGENDA – Addition or Deletions

It was moved by Commissioner *Abrahamson* and seconded by Commissioner *Hansen* to approve the meeting agenda. **Motion approved unanimously**

4. APPROVAL OF MINUTES

- Commissioner *Hansen* moved and seconded by Commissioner *Abrahamson* to approve the regular meeting minutes of April 14th, 2014. **Motion approved unanimously**

5. PROJECT REPORTS -

5.1 Bercot Intertie - *Andy Campbell* reported that Island Asphalt has scheduled the work.

5.2 Joanne Main Replacement - *Andy* reported that the Joanne Drive permit has been issued and the project will be put out for bid using the Districts Small Work Roster.

5.3 Harbor Hills Treatment Upgrade – *Andy* discussed the engineering recommendations for the treatment plant. Commissioner *Abrahamson* moved and seconded by Commissioner *Hansen* to approve Option “B” prepared by Engineer *George Bratton* as the most cost effective course of action. **Motion approved unanimously**

5.4 Sewer Planning – Engineers *Eric Nutting* and *Roger Kuykendall* (G&O) discussed their meeting with Island County planning. Discussions included amending the 2005 FWSD sewer plan, rescinding the 2010 FWSD sewer plan, shrinking the UGA boundary, and zoning/land use regulations.

Eric Nutting and *Roger Kuykendall* also reviewed with the District the next steps to proceed including completion of the 2005 FWSD Comprehensive Sewer Plan amendment, establishing the final boundary for Phase 1A, hiring bond council, hydrologic study of the proposed effluent disposal area, public meetings with property owners, updating the benefit analysis and finding funding.

Commercial property owner *Bill Lewis* addressed his concerns regarding the FWSD Sewer Planning effort and submitted a letter addressing the concerns.

6. **UNFINISHED BUSINESS -**

6.1 **Wellhead Protection** – *Terri* presented resolution 07-01-14 she prepared for the Commissioner signatures that was approved and adopted for the updated Wellhead Protection Plan in the June 2014 meeting.

7. **NEW BUSINESS –**

7.1 **Property Aquisition** – Property for the proposed outfall was discussed. Commissioner *Malzone* moved and seconded by Commissioner *Abrahamson* to have WWS investigate a purchase option with the owner of the property. *Andy* agreed to meet with the owner to discuss the purchase. Should any purchase agreement be prepared it will need a legal review from the District's Attorney.
Motion approved unanimously

7.2 **Open Government Training Act-** *Andy* reviewed the new requirement for training for public officials as it relates to public meetings and information. *Andy* believes the commissioner workshop sponsored by WASWD meets the training requirement.

7.3 **Workshop Dates** – Discussion of public meeting dates to meet with property owners in the Phase 1A sewer service area was discussed. It was agreed to wait until the August 11th regular meeting and revisit this.

8. **AUDIENCE PARTICIPATION –**

8.1 **Sewers** – *Robert Mattern* (resident on Myrtle Avenue) raised some concerns about the sewer planning. Commissioner *Abrahamson* agreed to contact *Mr. Mattern* after the meeting to discuss his concerns.

Al Peyser, a property owner in the Phase 1A sewer service area, presented his ideas on the benefit analysis and the District planning process.

The Commissioners agreed to have *Gray & Osborne* hold off on finishing the Sewer planning until the public meetings are held.

9. **REPORTS -**

9.1 **Accountant's Report - Terri Campbell (WWS)**

A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets of funds ending **June 2014**.

9.2 **Operation's Report - Andy Campbell (WWS)**

A. See attached Operation and Maintenance Report for June 2014

10. **APPROVAL OF VOUCHERS**

After reviewing the vouchers presented for payment, Commissioner *Hansen* moved and seconded by Commissioner *Abrahamsen* to approve and sign the vouchers:

On July 14, 2014, the Board by vote, approved payment of the vouchers as listed in the attachment for:

O&M Fund #702 amount: \$13,757.27;
Standby Fees #702 amount: \$16,493.27

Total of All Vouchers - **\$30,250.54** ***Motion approved unanimously***

11. **EXECUTIVE SESSION** – N/A

12. **WORKSHOPS** – NA meet with FWSD.

13. **MEETING CLOSED** – Commissioner *Hansen* made motion seconded by Commissioner *Malzone* to close this meeting at 7:50 PM. ***Motion approved unanimously***

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

Marilynn Abrahamson
Commissioner; FWSD

Minutes Prepared by: Terri and Andy Campbell (WWSLLC)