

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – April 10th, 2019

MEETING PLACE - 5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall

Staff: WWS: Andy Campbell (*Certified Operator*) & Terri Campbell (*Finance and Administration*),
Gray & Osborne: Roger Kuykendall (Engineer)

1. CALL TO ORDER

Commissioner *Hansen* called the meeting to order at 10:00 A.M.

2. FLAG SALUTE

3. AGENDA - Add: Project Reports: 5. Cedar Grove developer extension; Unfinished Business: Fish Forest power supply; New Business: 2. Hwy 525 Rental Properties, 3. Security System at sites. Agenda approved as amended

4. APPROVAL OF MINUTES - Commissioner Gladhart moved seconded by Commissioner Randall, to approve the *regular* meeting minutes of March 13th, 2019. Motion approved

5. COMMISSIONERS REPORTS –

5.1 **Commissioner Hansen:** Reported he contacted Fire Chief Rusty Palmer to voice our concerns about leaking fire hydrants and ensuring they are properly turned off after use.

6. PROJECT REPORTS

6.1 Water System Action Items-

- A. **Comprehensive Water System Update (FW)** – Roger Kuykendall (Gray & Osborne) will update the response letter to the Department of Health based on comments received from Staff, and Commissioners. Commissioner will finalize the Plan after a public meeting April 17th.
- B. **Comprehensive Plan Update (HH)** – Terri and Andy confirmed George Bratton (Engineer) submitted the plan to Department of Health.
- C. **Proposal to Permit New Well** – Gray & Osborne Engineer Roger Kuykendall has not completed the proposal for permitting a new well.
- D. **Hydrant Replacement** - Andy presented documentation of his survey of all fire hydrants in the District. He stated approximately 26 hydrants need to be replaced at an estimated cost of \$35,000.00. G & O engineer Roger Kuykendall will add to the comprehensive plan that 26 hydrants are being replaced this year and the remaining hydrants not needing replacement or repair at this time, will be evaluated annually. Commissioner Hansen made motion seconded by

Commissioner Randall to replace the hydrants that are unrepairable in the amount of \$35,000.00. Commissioner Hansen requested that bidders also identify a completion date for replacement. Motion approved

- E. **Cedar Gove “Whispering Firs”** – Andy reported that the development extension for Whispering Firs has met all District standards.
- F. **Fish Forest** – Andy reported that an uninterruptable power supply needs to be installed at the Fish Forest pump station. He will get cost estimates to get this done.
- G. **Cleanup at Well Sites** – After Andy and the Commissioners did a walk-through of the district facilities, a list was made of items that need to be addressed. Andy presented the list of items that now have been taken care of. Andy stated he will get an estimated on mowing the Hwy 525 property.

7. UNFINISHED BUSINESS –

- 7.1 **Verizon Cell Tower** – Commissioner Gladhart is working with the District attorney and Verizon.
- 7.2 **Rental Property** – The Commissioners will discuss the vacant rental house on HWY 525 property in upcoming meetings.
- 7.3 **Nitrates** – Commissioners Hansen reported he will continue contacting Island County Health Department to verify how Washington DOH is addressing Sunnyview Village’s nitrate “notice of correction” per the nitrates and the lack of nitrate controls at Main Street Sewer District.
- 7.4 **Sewer** – A notice will be placed in the newspaper informing the public that before the Commissioners take a formal vote to end District efforts to implement a sewer system, they will hold a public meeting to explain their finding and solicit public comment. This will be done in the regular meeting held May 8th, 2019 at 10AM at the districts meeting room.
- 7.5 **Sunnyview Farms** – Andy contacted the homeowners who are seeking a water hookup and sent them the districts developer extension form.

8. NEW BUSINESS –

- 8.1 **Security System** – Andy reported that he is looking into security systems to have at the well sites. He will gather information and report back what technology would work and get cost estimates.

9. AUDIENCE PARTICIPATION – None

10. STAFF REPORTS

10.1 Accountant's Report - (WWS)

- A. Accounts – Up to date accounting reports were presented, that included preliminary Income, Expense, and Balance sheets.

B. Approval of Vouchers –

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated April 10th, 2019. Commissioner Gladhart moved and seconded by commissioner Randall to approve and sign the vouchers in the amount of: **\$28,401.53** *Motion approved*

10.2 Operation's Report - Andy Campbell (WWS)

A. Operation & Maintenance Activity Report and graphs for month ending March 2019 were provided to the commissioners.

11. ADJOURNMENT – At 11:55 AM Commissioner Hansen adjourned the meeting.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: May 8th, 2019 meeting

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – April 17th, 2019

MEETING PLACE - 5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall

Staff: WWS: Andy Campbell (*Certified Operator*) & Terri Campbell (*Finance and Administration*),
Gray & Osborne: Roger Kuykendall (Engineer)

1. CALL TO ORDER

Commissioner *Hansen* called the meeting to order at 10:00 A.M.

2. FLAG SALUTE

3. PUBLIC COMMENT TO ADOPT COMPREHENSIVE PLAN

Two people were in attendance for public comment.

3.1 Bill Lewis encouraged the Board to update its fee structure to ensure the District has sufficient funds for future infrastructure improvement.

3.2 The Commissioners discussed and finalized the letter response to Washington Department of Health on comments on the Water System Plan.

3.3 Commissioner Randall moved seconded by Commissioner Gladhart to approve Resolution 04-019-001 to adopt the updated Water System Plan. *Motion approved*

4. ADJOURNMENT – At 11:35 AM Commissioner Hansen adjourned the meeting.

Eric Hansen
Commissioner; FWSD P-2

Lew Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: May 8th, 2019 meeting