

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

**Minutes of April 13th, 2015**

**MEETING PLACE**

5585 Lotto Avenue - Freeland, Washington

**IN ATTENDANCE**

**Commissioners:** Lou Malzone (*President*); Marilyn Abrahamson – (*Secretary*)  
*Commissioner Hansen – (Vice President) excused absence*

**Professional Services:** Andy Campbell (*Certified Operator*); Terri Campbell (*Finance Manager*); Eric Nutting, (*Engineers Gray & Osborne*); Ken Ziebert (*Department of Ecology*); Helen Price Johnson (*Island County Commissioner*)

**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 *Malzone* to approve the meeting agenda. **Motion approved unanimously**

**4. APPROVAL OF MINUTES - Commissioner *Abrahamson* moved and seconded by Commissioner *Malzone* to approve the regular meeting minutes of **March 9<sup>th</sup>, 2015**  
**Motion approved unanimously****

**5. PROJECT REPORTS -**

**5.1 Sunny View Village (SVV) – *Andy Campbell* reported that SVV installed a Master Meter which is working and meets the District’s satisfaction.**

**5.2 Sewer Planning –** There were 11 test pits dug for the hydrogeology study in April on the property the District is interested in purchasing for the sewer facilities site. 9 of the test pits proved to be all sand.

**5.3 Joanne Drive Replacement and Bercot Intertie – *Andy Campbell* reported the projects are complete. Commissioner *Abrahamson* moved and seconded by Commissioner *Malzone* to accept the Joanne Drive and Bercot Intertie projects as completed April 13<sup>th</sup>, 2015. **Motion approved unanimously****

**5.4 PRV Stations – *Andy Campbell* reported that the PRV stations should be rebuilt every 5 years and will put together a recommended maintenance schedule.**

**6. UNFINISHED BUSINESS –**

**6.1 Policy Revision Resolution – *Terri Campbell* asked the Commissioners to consider waiting to sign the resolution until Commissioner *Hansen* is present in order to make sure he agrees with the wording on changing the language in the District’s policies for the extension of starting construction time frame. Commissioner *Abrahamson* and *Malzone* agreed to postpone signing the**

Resolution until Commissioner *Hansen* is present.

7. **NEW BUSINESS** –

- 7.1 **Myrtle Extension Recovery Contract** *Andy Campbell* reported that he received a letter from Susan Specht Oram asking that they reconsider the recovery contract for the Myrtle Avenue Extension. *Terri* asked if the vote and discussion could be tabled until Commissioner *Hansen* looks over the information received and be present to vote on this request. Commissioner *Abrahamson* and *Malzone* agreed to table the discussion and vote until Commissioner *Hansen* is present.
- 7.2 **Tower Point Cellular** - *Andy Campbell* reported that Tower Point Cellular, a site management company, contacted him to manage the cell tower sites on the FWSD's property. They want half of the income from the Cell tower leases to manage the property. Commissioner's *Abrahamson* and *Malzone* are not in favor of this and will continue with the contracts between the District and the Cell Tower leasee's that we already have.
- 7.3 **Harbor Hill Wellhead Protection Area** – *Andy Campbell* and Commissioner's *Malzone* and *Abrahamson* discussed the possibility of consolidation to FWSD. Commissioner *Abrahamson* moved and seconded by Commissioner *Malzone* to have *Andy* and *Terri* look into possible funding resources to see what may be available to consolidate them into the District. **Motion approved unanimously**
- 7.4 **Fire Main Metering** - *Andy Campbell* reported that engineering design for some of the fire main installations appears now not to be working. There is a new design that should be implemented to replace the valves that are not working. Commissioner *Malzone* moved seconded by Commissioner *Abrahamson* to investigate this issue more and have a cost estimate and solution per this matter. **Motion approved unanimously**
- 7.5 **FWSD's Web-Site** – Commissioner *Malzone* wants to see the district's web-site show the Amended Sewer Plan once it is approved. He would like to have all relevant information on the web-site showing dates of workshops included in order to get the word out on Sewer also.

8. **AUDIENCE PARTICIPATION** –

- 8.1 **Benefit Analysis for Sewer** - Comments were for the District to reconsider looking at the Benefit Analysis report again and let the public weigh in on what the report states. They feel the reports is flawed and needs to be re-done.
- 8.2 **Chlorine Smell** – One comment was made that they are smelling chlorine at Harbor Hills. *Andy Campbell* reported that the treatment was re-built and that they are now smelling it because it is working. The levels are tested and are within the guideline standards set by Department of Health.

9. **REPORTS -**

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

A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets ending **March 2015**.

B. **APPROVAL OF VOUCHERS**

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated **April 13th, 2015**. Commissioner *Malzone* moved and seconded by Commissioner *Abrahamson* to approve and sign the following vouchers and amounts:

O&M Fund #702 amount: **\$35,012.38**

C&I Fund #742 amount: **\$4,982.92**

**Total All Vouchers: \$39,995.30**

**Motion approved unanimously**

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

A. See attached Operation and Maintenance Report for March 2015

10. **EXECUTIVE SESSION** – None

11. **MEETING CLOSED** – Commissioner *Abrahamson* made motion seconded by Commissioner *Malzone* to close this meeting at 7:25 PM. **Motion approved unanimously**

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Eric Hansen  
Commissioner; FWSD

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Lou Malzone  
Commissioner; FWSD

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Marilynn Abrahamson  
Commissioner; FWSD

**May 11<sup>th</sup>, 2015**

Approval Date

*Minute Prepared by: Terri and Andy Campbell (WWSLLC)*