

**FREELAND WATER and SEWER DISTRICT  
ISLAND COUNTY WASHINGTON  
Minutes of Regular Meeting – April 13th, 2022**

**MEETING PLACE** – 1667 Roberta Avenue- Freeland, Washington

**IN ATTENDANCE**

**Commissioners:** Chad Gladhart, Eric Hansen, Lew Randall

**Staff:** WWS: Terri Campbell (Finance/Administration); Andy Campbell (Certified System Operator); Roger Kuykendall, District Engineer

**1. CALL TO ORDER**

Commissioner Gladhart called the meeting to order at 10:01 A.M.

- 2. AGENDA** - With additions, Commissioner Hansen moved, seconded by Commissioner Randall, to approve the agenda. *Agenda approved unanimously*

**3. APPROVAL OF MINUTES** –

Commissioner Hansen moved, seconded by Commissioner Randall, to approve the minutes of the March 9th and March 16th meetings. *Motion passed unanimously*

- 4. COMMISSIONERS REPORTS** – Having met with state auditor via zoom after the March 16th meeting, Commissioner Randall reported that the auditor identified a few concerns but no material findings. (concerns noted below)

Commissioner Hansen reported that Andrew Jones, LOSS engineer with the Washington Department of Health, has received an engineering proposal from the SVV. He will get back to us after review.

Commissioner Hansen reported he spoke with John Rapp of Ecology about the uncapped monitoring well near the McQueen contamination site. Ecology is expecting a new report on the contamination this month, and Rapp will investigate a more permanent seal of the test wells.

**5. PROJECT REPORTS** -

- 5.1 Harbor Hills North Well** –Gray & Osborne has a draft predesign report and will distribute to the Board within a week. The report presents three options.
- 5.2 Freeland well permitting** – Roger reported the Honeymoon Bay Road Well is being drilled. After completion in the next two weeks, contractors will design and build a screen based on observed soil characteristics. They will then install the screen and conduct a pump test. We should have production information within two months.
- 5.3 Harbor Hills Well 3 Rehabilitation** –Andy reported Pump-Tech, the contractor, is now delayed until April 22nd. Roger will check with Holt, the drill company on the Honeymoon Bay Road Well project to see when if they can install the pump if Pump-Tech again delays installation.

## 6. UNFINISHD BUSINESS –

- 6.1 Review of base rates** – Commissioner Hansen discussed a spreadsheet he prepared and distributed that evaluates revenue for variable consumption rates. Hansen argued for higher water consumption rates, primarily for high water consumers. This would offset the deficit we currently have for water consumption income versus water operations expenses. It would also support the Board’s decision to encourage conservation and would support a fund for an additional well if demand continues to increase. Commissioner Hansen volunteered to draft a rate change proposal and draft a letter to customers for consideration at the May meeting. Commissioner Gladhart volunteered to look into grant funding for low-flow toilets and shower heads, and other conservation methods.
- 6.2 Verizon Cell Tower** - Andy reported that the cell tower contract is signed. The contract is retroactive to 2020, and additional lease payments are due the District. Terri and Andy will pursue payment.
- 6.3 Chlorine taste** – Commissioner Hansen reported a conversation with a Harbor Hills constituent complaining of chlorine taste and concern about potential health consequences. Commissioner Hansen told the customer the District was aware of the chlorine taste concern, and that the District has evaluated variable chlorine dosing in the past, but that he would bring the issue up at the next meeting. He also pointed her to the CCR mailed recently, and encouraged her to get a home filter for her drinking water. After discussion, the Board took no action.

## 7. NEW BUSINESS –

- 7.1 Audit Exit Conference** – State auditor staff summarized their evaluation of the District’s 2018, 2019, and 2020 financial activity. They reported no material non-compliance, but suggested a few areas for improvement. These suggestions will be outlined in a report to be published in the next few weeks.
- 7.2 Rules and Regulations**– Terri is waiting for rates to be adopted before presenting the updated regulations. Hansen requested that Terri distribute the draft updated regulations as they now stand.

## 8. AUDIENCE PARTICIPATION

- 8.1** Bill and Tim Criswell strongly encouraged the Board to find another company to install the Harbor Hills Well #3 pump if Pump-Tech does not come through April 22nd. Tim said he requires WAV certificates within three weeks to avoid layoffs and significant financial loss. He also encouraged representation of Harbor Hills residents on the Board.

9. **STAFF REPORTS**

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

A. Vouchers with reviewed. Commissioner Hansen moved, seconded by Commissioner Randall, to approve payment of the vouchers. **Motion passed unanimously**

**Operation and Maintenance Fund #702**

1. OM-4-1 thru 4-10 in the amount of \$30,408.52

**Capital Improvement Fund #742**

1. CI-4-1 thru 4-2 in the amount of \$11,251.55

**Total Expenses \$41,660.07**

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

A. Andy provided his Operation & Maintenance Activity Report and water production graphs.

B. Andy offered the locate requests and lab results for Board review.

C. Andy will get a new propane tank for the Scenic Road site (Well #1).

D. All water quality testing met state standards.

10. Commissioner Gladhart adjourned the meeting at 12:37 PM

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Eric Hansen  
Commissioner; FWSD P-2

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Lewis Randall  
Commissioner; FWSD P-1

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Chad Gladhart  
Commissioner; FWSD P-3

Date Approved: May 11, 2022