

**FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – April 14, 2021**

MEETING PLACE – 1667 Roberta Avenue- Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall

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

1. CALL TO ORDER

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

2. AGENDA - *Agenda approved without change*

3. APPROVAL OF MINUTES –

Commissioners Hansen moved, seconded by Commissioner Gladhart, to approve the minutes of the March 10 meeting. *Motion passed*

4. COMMISSIONERS REPORTS –

5. PROJECT REPORTS - *Water System Action Items*-

5.1 Freeland well permitting - Roger received a scope of work and budget for an exploratory well from Pacific Groundwater Group and will prepare a packaged scope and budget for G&O, PGG, and a drilling company. Andy had asked if we could use Harbor Hills Well 3 water right because the new well site is closer than the Scenic Road wells and may be within the boundary of the Well 3 point of withdrawal. Roger contacted Ecology regarding the water right and was told changing place of use is much harder than changing place of withdrawal.

5.2 Sunnyview Farm – Roger is preparing a bid document for connecting SVF to the FWSD system.

6. UNFINISHD BUSINESS –

6.1 Cell Tower - A completed survey of the cell tower site has been sent to Verizon.

6.2 General Facility Charge Assessment –Terry will assemble a complete memorandum with appendices.

6.3 Island County ADU proposal – The Commissioners summarized discussions with Island County staff and Commissioner Melanie Bacon. Both virtual meetings allowed commissioners to express concerns about nitrate increases in groundwater with population growth attributable to new auxiliary dwelling unit policies under consideration.

7. NEW BUSINESS – None

8. **AUDIENCE PARTICIPATION** – Jade Joyheart attended to hear discussion of the Sunnyview Farm connection.

9. **STAFF REPORTS**

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

- A. **Accounts** – Terri presented up to date financial reports she had emailed prior to the meeting for the Commissioners review. The Commissioners approved the reports at presented.
- B. **Investments** – Terri and Chad participated in a zoom meeting with the County Treasurer to discuss new investment options. It was recommended that the District get more information about the fees that would occur prior to selecting the investment program that best suits the district.
- C. **Public Property** - Terri reported a conversation with the state auditor who explained why Harbor Hills funds must be combined with FWSD funds when reporting District financial status. Even though the two entities are not annexed, Harbor Hills customer base belongs to FWSD once they purchased the Harbor Hills water system. This created the additional asset for FWSD. FWSD is responsible for the expenses and income and the combined financial became a whole FWSD asset combined, as well as the land, wells and infrastructure.
- D. Vouchers with invoices were emailed to the Commissioners for review prior to the meeting. Commissioner Hansen moved, seconded by Commissioner Randall, to approve payment of the vouchers. *Motion passed unanimously*

Operation & Maintenance Fund #702

4-1 thru 4-11 in the amount of \$25,504.28

Withdraw DOR in the amount of \$723.84

Capital Improvement Fund #742

CI-4-1 thru CI-4-2 in the amount of \$13,237.66

Total Expenses \$39,465.78

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

- A. Up to date Operation & Maintenance Activity Report and graphs were provided to the commissioners.
- B. All water testing passed
- C. Terri reported that Fish Forest residence are complaining that the pump station is not working after power glitches. Roger will prepare a scope of work to fix or replace the pump controls.
- D. Eric requested that Andy work with Roger to identify infrastructure improvements we should be making.
- E. Chad moved, Lew seconded, that we pay off the FWSD and HHWS PWTF loans because the interest rate is higher than what we are earning on our investments. *Motion passed unanimously*

10. **ADJOURNMENT** –Commissioner Gladhart adjourned the meeting at 11:14 a.m.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: May 12th, 2021