

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – April 17th, 2024

MEETING PLACE – 5585 Lotto - Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall

Staff: WWS: Terri Campbell (Finance/Administration); Andy Campbell (Certified System Operator)

1. **CALL TO ORDER** – Commissioner Gladhart called the meeting to order at 8:34 AM
2. **AGENDA** - Commissioner Handen moved, Commissioner Randall seconded, approval of the agenda. *Motion approved unanimously.*
3. **APPROVAL OF MINUTES** –
Commissioner Gladhart moved, Commissioner Hansen seconded, approval of the minutes of the March 20th regular meeting. *Motion passed unanimously*
4. **PROJECT REPORTS** -
 - 4.1 **Harbor Hills Antelope North Well Drilling** – Andy (WWS) reported District received two bids. The bids were reviewed by Andy and Roger (G&O) for completeness and they recommended approval of Bisons bid. Commissioner Randall moved; Commissioner Hansen seconded a motion to approve the \$281,220.80 contract with Bison. *Motion passed unanimously*
 - 4.3 **Land Acquisition** – Andy reported the property acquisition for the proposed Antelope North well is signed and will close before the end of April.
5. **COMMISSIONERS REPORTS** – none
6. **AUDIENCE PARTICIPATION** – see unfinished business
7. **UNFINISHD BUSINESS** –
 - 7.1 **LIHI meters** – A Demian Minjarez (SMR Architects), Heather Korturem (Island County Health Department), and Victoria How (LIHI) came to discuss the LIHI water service connection. Mr. Minjarez requested that the District allow a single meter for the LIHI Freeland development with water shutoffs and electronic water meters for each unit on the customer side of the main meter. The Board discussed this concept, then relocated to the LIHI property to continue the discussion. No decisions were made on this request.
 - 7.2 **Service Connection Charge** – Commissioner Hansen said he has incorporated Roger’s comments into a third draft and will present the results at the next meeting.

8. **NEW BUSINESS** - None

9. **STAFF REPORTS**

9.1 **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. All water quality testing met state standards.

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

A. **Accounts** – Terri presented financial reports by prior email. Commissioner Randall moved, Commissioner Hansen seconded, approval of the March financial report. **Motion passed unanimously**

B. **Vouchers** – Commissioner Gladhart moved; Commissioner Hansen seconded approval of the vouchers totaling \$275,132.60 **Motion passed unanimously**

Operation and Maintenance Fund #702

OM-4-1 thru 4-7 in the amount of \$20,722.05

Capital Facilities Fund #742

CI-4-1 thru 4-3 in the amount of \$254, 410.55.

10. Commission Gladhart adjourned the meeting at the LIHI site at 10:13 AM.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: May 15, 2024