

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

Minutes of April 8<sup>th</sup>, 2013

**MEETING PLACE**

5421 Woodard Avenue - Freeland, Washington

**IN ATTENDANCE**

**Commissioners:** Eric Hansen (*President*) by telephone conference; Lou Malzone (*Vice President*); Marilyn Abrahamson (*Secretary*)

**Professional Services:** Andy Campbell (*Certified Operator*); Terri Campbell (*Finance & Administration*); Roger Kuykendall (*Engineers – Grey and Osborne*) **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 *Malzone* and seconded by Commissioner *Abrahamson* to approve the meeting agenda. **Motion approved & passed unanimously.**

**4. APPROVAL OF MINUTES**

Commissioner Abrahamson moved and it was seconded by Commissioner Malzone to approve the regular meeting minutes of **March 11th**, 2013 as presented. **Motion approved & passed unanimously.**

**5. EXECUTIVE SESSION** – Commissioner Malzone called for Executive session at 6PM for one-hour duration to discuss “Possible litigation”. In attendance: Commissioners; Abrahamson, Malzone and Hansen (via telephone conference), Staff; Andy Campbell and Terri Campbell, and Attorney; Leslie Clark (via telephone conference).

**6. MEETING RECONVENED** – Commissioner Malzone reconvened the regular meeting at 7PM.

**7. ACTION TO BE TAKEN FROM EXECUTIVE SESSION** –

**7.1** Commissioner Malzone and Terri Campbell will contact the District’s Insurance Company to inform them of possible litigation should there be action taken on a claim filed to another insurance company.

**7.2** Commissioners will work to come up with a 3 year plan to pay back the Standby Fee for the amount collected from the vacant land owners going back 6 years.

**8. REPORTS -**

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

**A. Accounts** – Accounting reports were presented, which included Income, Expense and Balance sheets of funds for the period ending **February 2013**.

**8.2 Manager's Report – Water Operator; Andy Campbell (WWS)**

A. *See attached Operation and Maintenance Report*

**8.3 Project Reports: -**

A. **Sewer** – It was discussed whether District Commissioners should attend the COG meetings during their planning of allocating funds for eligible projects. But it should be clear that the District is not a planning partner of the COG.

B. **Water Main Replacement** – Engineer Roger Kuykendall discussed upcoming water main replacement projects on Joanne and Beauregard Drive and will provide information to Andy Campbell for review.

**9. UNFINISHED BUSINESS -**

9.1 **Audit Findings:** Commissioners Hansen will send to the State Auditor the District Commissioners responses to the audit findings for the final audit report.

**10. NEW BUSINESS –**

10.1 **Name Change** – Commissioner Abrahamson suggested that Freeland Water and Sewer District change their name back to Freeland Water District (removing Sewer) to reduce customer confusion between their water and sewer bill. This will be tabled for further discussion.

**11. AUDIENCE PARTICIPATION- None**

**12. APPROVAL OF VOUCHERS**

After reviewing the vouchers presented for payment, Commissioner Abrahamson moved and it was seconded by Commissioner Malzone to approve and sign the vouchers:

*On April 8th, 2013*, the Board by vote, approved payment of the vouchers as listed in the attachment for: **O&M Fund #702 amount: \$15,483.03**

*Motion approved & passed unanimously.*

**13. MEETING CLOSURE-** There being no further business the meeting closed at **8:25 PM.**

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Eric Hansen  
Commissioner; FWSD

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Lou Malzone  
Commissioner; FWSD

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Marilynn Abrahamson  
Commissioner; FWSD