

**FREELAND WATER and SEWER DISTRICT**  
**ISLAND COUNTY WASHINGTON**  
**Minutes of August 10th, 2015**

**MEETING PLACE**

5585 Lotto Avenue - Freeland, Washington

**IN ATTENDANCE**

**Commissioners:** Lou Malzone (*President*); Eric Hansen - (*Vice President*); John Brunke (*Secretary*)  
**Staff:** Andy Campbell (*Certified Operator*); Terri Campbell (*Finance Manager and Administrator*)  
**Professional Services and Audience:** See attached list (*sign in sheet*)

**1. CALL TO ORDER**

Commissioner *Malzone* called the meeting to order at 5:30 P.M.

**2. FLAG SALUTE**

**3. AGENDA – Addition or Deletions**

It was moved by Commissioner *Hansen* and seconded by Commissioner *Brunke* to approve the meeting agenda. **Motion approved**

**4. APPROVAL OF MINUTES** - Commissioner *Hansen* moved seconded by Commissioner *Brunke* to approve the regular meeting minutes of **July 13<sup>th</sup>, 2015**. **Motion approved**

**5. PROJECT REPORTS -**

**5.1 Sewer Planning** – *Gray and Osborne* reported that the Sewer Facility Plan and the hydrogeologist report from *Pacific Ground Water Group* should be completed by the end of August and ready for approval by the September 14<sup>th</sup> FWSD meeting. The reports will be added to the FWSD website once it's approved and signed by the Commissioners.

Commissioner Hansen asked Gray and Osborne about the I & I assumptions and the capacity of the sewer plant for future build out and how it would be measured. Gray and Osborne will work on this and report back to the Commissioners.

The Commissioners want to meet with the Department of Ecology, County Planning, and the Health Department to present the preliminary sewer plan to assess permit feasibility before purchasing land.

**5.2 Sunny View Village** – In order to read meters and, have access to the water meters and water lines, Commissioner Malzone made motion seconded by Commissioner Brunke to approve and sign the easement agreement for Sunny View Village. **Motion approved**

**5.3 Valve Engineering** – This item of business will be added to the agenda to be discussed in future FWSD meetings.

**6. UNFINISHED BUSINESS – None**

7. **NEW BUSINESS** –

7.1 **NMUGA** – August 12<sup>th</sup> at 5PM, WWS office will be hosting the Island County public meeting which the Planning Department will discuss the NMUGA.

8. **AUDIENCE PARTICIPATION** –

8.1 **Public Input** – Al Peyser brought forth again the need for more public input and involvement towards the sewer project.

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 **January thru July 2015**.

B. **Funds** – Terri informed the Commissioners that capital and construction dollar amounts that were in the O&M funds were transferred to the Capital Improvement Fund. There were two other funds that were not being used (Bond Fund, PWTF) so for those funds were transferred to O&M bringing the two funds to a zero balance.

C. **Approval of Vouchers**

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated **August 10th, 2015**. Commissioner *Hansen* moved and seconded by Commissioner *Brunke* to approve and sign the following vouchers and amounts:

O&M Fund #702 amount: **\$22,865.40**

CI Fund #742 amount: **\$13,216.20**

Sewer Fund #623 amount: **\$39,718.10**

**Total All Vouchers: \$75,800.10**

**Motion approved unanimously**

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

A. See attached Operation and Maintenance Report for July 2015

10. **EXECUTIVE SESSION** – None

11. **MEETING RECESSED** – Commissioner *Hansen* made motion seconded by Commissioner *Malzone* to recess this meeting at 6:42 PM and will continue the meeting if they need to meet with the State regulators. The FWSD Administrator will post the meeting date notice if the meeting is continued. **Motion approved unanimously**

---

Eric Hansen  
Commissioner; FWSD

---

Lou Malzone  
Commissioner; FWSD

---

John Brunke  
Commissioner; FWSD

**September 14<sup>th</sup>, 2015**

Minute Prepared by: *Terri Campbell (WWS)*

Approval Date