

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – August 21st, 2024

MEETING PLACE – 5585 Lotto - Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall

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

1. **CALL TO ORDER** – Commissioner Gladhart called the meeting to order at 8:30 a.m.
2. **AGENDA** - Commissioner Hansen moved, Commissioner Randall seconded, approval of the agenda. *Motion approved unanimously.*
3. **APPROVAL OF MINUTES** – Commissioner Randall moved, Commissioner Hansen seconded, approval of the minutes of the July 17th regular meeting. *Motion passed unanimously*
4. **PROJECT REPORTS** -
 - 4.1 **Harbor Hills Antelope North Well Drilling** – Andy reported that drilling is underway and proceeding smoothly.
5. **COMMISSIONERS REPORTS** – none
6. **AUDIENCE PARTICIPATION** –

Bob Rogers of the South Whidbey Yacht Club/Youth Sailing Association requested relief from a \$1,624.39 water bill for the second quarter 2024. Bob explained that someone else turned on an outdoor faucet and left it open. Bob committed to personally ensuring that the water would be turned off at the meter from now on. Commissioner Hansen moved; Commissioner Randall seconded that the same relief afforded to leaks be applied to the SWYC with the understanding that Bob Rogers would commit to turning off the water supply at the meter. The reduced invoice was approved for \$816.90.

Vicky McFarlane introduced herself and said she will attend future meetings. Her primary concern seemed to be the LIHI development. Terri and Commissioner Hansen reported that LIHI is following the district policies and rules.
7. **UNFINISHD BUSINESS** –
 - 7.1 **LIHI meters** – No Action.
 - 7.2 **ADU existing dwellings** – An attorney for the owner 1676 Dorsey Drive argued that the new building is only a studio/office and will not be used as a dwelling unit. The Board agreed that our existing definition was insufficient to require a second service connection charge. However, the Board agreed that the then-current service connection charge would be applied in the future if there is evidence of occupancy as a living space.

Commissioner Hansen moved Commissioner Randall seconded that the District replace the current ADU definition with the County definition. After further discussion, the Board agreed that a melding of the two definitions may be warranted. Commissioner Randall offered to draft a new definition based on the County and District definitions for review at the September 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.
- D. Andy reported that the electronic meters have been received and they anticipate installation beginning before our next meeting.

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 August financial report. **Motion passed unanimously**

B. **Vouchers** – Commissioner Hansen moved, Commissioner Randall seconded, approval of the vouchers totaling \$56, 595.47 **Motion passed unanimously**

Operation and Maintenance Fund #702

- 1. OM-8-1 thru 8-8 in the amount of \$47,945.86

Capital Facilities Fund #742

- 1. CI-8-1 thru 8-2 in the amount of \$8,649.61.

10. Commissioner Gladhart adjourned the meeting at 9:38 a.m.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: September 18th, 2024