

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – December 8th, 2021

MEETING PLACE – 1667 Roberta Avenue- Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall (absent)

Staff: WWS: Terri Campbell (Finance/Administration); Andy Campbell (Certified System Operator); Roger Kuykendall, District Engineer; Malcolm Harris (HMW Law)

1. CALL TO ORDER

Commissioner Gladhart called the meeting to order at 10:03 A.M.

2. AGENDA - Eric requested discussion of electronic bill payment be added to the agenda.
Revised agenda approved unanimously

3. APPROVAL OF MINUTES –

Commissioner Hansen moved, seconded by Commissioner Gladhart, to approve the minutes of the November 10th, meeting. *Motion passed unanimously*

4. COMMISSIONERS REPORTS – none

5. PROJECT REPORTS -

- 5.1 **Harbor Hills North Well** – The Board discussed a Gray & Osborne proposal for preliminary design for rehabilitation of the North Well. This project has taken on heightened importance due to lower than normal productivity from Well 3 and less than expected production from the South Well. Commissioner Hansen moved approval of the pre-design proposal, Gladhart seconded, and the motion was approved. The Board asked Andy to expedite evaluation of the well, including pump tests and retaining ATEC to evaluate water chemistry.
- 5.2 **Sunnyview Farm Connection** –Construction remains delayed by unavailability of plumbing supplies.
- 5.3 **Freeland well permitting** – Andy reported that only one bid was received for drilling the Honeymoon Bay well. The Board approved the contract subject to background checks to be conducted by Gray & Osborne.
- 5.4 **Harbor Hills Well3 Rehabilitation** –Andy reported that investigation revealed the screen and well are in good condition, indicating that reduced aquifer capacity may be a factor in the reduced well production. Nonetheless, Andy has arranged surging of the well screen and installation of a new pump, both of which may be completed by the end of the year. Hydrogeologists Robinson Noble will then do hydraulic testing of well capacity.

6. UNFINISHD BUSINESS –

- 6.1 **Cell Tower** – The Board reviewed a final revised lease contract from Verizon. Commissioner Gladhart moved approval of the contract; Commissioner Hansen seconded the motion, and it was approved unanimously.
- 6.2 **General Facility Charge Assessment** – The District’s attorney Malcolm Harris said he had not received the draft revised connection charge analysis prepared by the Board. Discussion was postponed to allow his review of the analysis.

7. NEW BUSINESS –

- 7.1 **Insurance claim** – The Board reviewed a letter from the resident on Pleasant View who claimed his house settled as a result of a break in our water main. After discussion with the District engineer, operator, and attorney, the Board concluded that the water pipe broke due to forces of nature, not negligence on the part of the District.
- 7.2 **Oath of Commissioners** – Terri administered the oath of office to recently re-elected commissioners Chad Gladhart and Eric Hansen.
- 7.3 **On-line utility payment** – Commissioner Hansen reported that he had discussed on-line bill pay with County Treasurer Wanda Grone, and that she said it was feasible. Terri acknowledged that it was feasible, but that it required reporting to the County every day there was a payment and that it would result in additional workload for her staff. No action was taken.

8. AUDIENCE PARTICIPATION

- 8.1 Property owner Katherine Harja again asked if there was any alternative that would allow her to get a Water Availability approval. The Board did not offer a short term solution, but assured her Well 3 rehabilitation was its highest priority. Katherine also suggested the District hold a community meeting to explain situation; Commissioner Hansen will write an invitation to a public meeting for inclusion in the January billing.

9. STAFF REPORTS

- 9.1 **Accountant's Report – Terri Campbell (WWS)**
- A. **Accounts** – Terri presented up to date financial reports that were emailed prior to the meeting for the Commissioners review. The Commissioners approved the reports as presented.
- B. **Simon Lien**- Terri reported the auditor requested that a long-term lien on property owned by David Simon be resolved. Simon had hooked up when the Bercot Road water line was installed but never built a residence. Because the District had not incurred any expenses in the interim, the Board asked Andy to remove the meter and dismiss the liens if approved by the auditor.

- C. **Audit** - Terri reported that the audit was proceeding smoothly and that it should be completed by the end of the year.
- D. Vouchers with invoices were emailed to the Commissioners for review prior to the meeting. Commissioner Gladhart moved, seconded by Commissioner Hansen, to approve payment of the vouchers. *Motion passed*

Operation and Maintenance Fund #702

- 1. OM-12-1 thru 12-10 in the amount of \$22,299.64
- 2. DOR – Withdraw in the amount of \$1,116.06
- 3. IRS – 941 Quarter 3 in the amount of \$176.24

Capital Improvement Fund #742

- 1. CI-11-1 thru 12-1 in the amount of \$126.14

Total Expenses \$23,541.84

9.2 Operation's Report - Andy Campbell (WWS)

- A. Andy will provide Operation & Maintenance Activity Report and graphs.
- B. All water testing passed
- C. Andy suggested buying a propane tank for Freeland Well 3 so we can get lower propane rates, and that a smaller generator be installed to serve the adjacent residence. The Board concurred with both suggestions.

10. ADJOURNMENT –Commissioner Gladhart adjourned the meeting at 11:50 a.m.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: January 12, 2022