

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of December 12th, 2016
MEETING PLACE - 5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Lou Malzone (*President*); John Brunke, Eric Hansen

Staff: Andy Campbell (*Certified Operator*); Terri Campbell (*Finance and Administration*)

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

4. APPROVAL OF MINUTES - Commissioner *Brunke* moved seconded by Commissioner *Hansen* to approve the regular meeting minutes of November 14th and November 30th Special meeting. ***Motion approved***

5. COMMISSIONERS REPORTS – None

6. PROJECT REPORTS

6.1 Sewer Planning

Rate Study – *Gordon Wilson* from the *FCS Group* presented a model of preliminary results of the sewer financial plan. **Gordon** will send the model to the FWSD Commissioners and office staff for further review. The Commissioners asked *Gordon* to modify the rate study for the total cost to replace vadose zone infiltration wells.

Engineering - *Eric Nutting* from *Gray & Osborne* presented a complete timeline chart showing details of the progress and milestones for the sewer project and any water projects that are underway. Eric Nutting also recommended to move on to testing the vadose wells. The Commissioners agreed to suspend all sewer design engineering and vadose well testing until the results of the rate study are reviewed and modified.

6.2 ATEC Report – Andy Campbell provided the preliminary *ATEC* pilot testing results for treatment to remove iron and manganese from Freeland wells one and two. The Commissioners directed Andy to get cost estimates for a treatment building and the total cost of installation.

6.3 Harbor Hill Water System Consolidation – A public meeting with property owners of Harbor Hill was held to discuss the engineering report for system consolidation. The Commissioners tabled any further action on consolidation with Harbor Hill property owners until they receive a request from them for action to be taken.

- 6.4 **Comprehensive Plan** – The Department of Health will be sending FWSD an outline of what they want to see updated in the plan.
7. **UNFINISHED BUSINESS** –
- 7.1 **Meeting Calendar** – The Commissioners approved the 2017 meeting dates.
8. **NEW BUSINESS** –
- 8.1 **Meetings** - A Special Meeting will be held with the county and state officials at 2PM on Monday January 3rd to discuss the current project status.
- 8.2 **Commissioner Board Positions** – Commissioner Hansen moved seconded by Commissioner Brunke to not change the current positions. **Motion approved**
9. **AUDIENCE PARTICIPATION** – See Item #6.3
10. **REPORTS -**
- 10.1 **Accountant's Report - Terri Campbell (WWS)**
- A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets for the month ending October 2016.
- B. **Approval of Vouchers**
After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated **December 12th, 2016**. Commissioner *Malzone* moved and seconded by Commissioner *Hansen* to approve and sign the following vouchers and amounts: **Motion approved**
- | | |
|--|---|
| O&M Fund #702 amount: <u>\$38,975.64</u> | C&I Fund #742 amount: <u>\$3,649.53</u> |
| Sewer Fund #623 amount: <u>\$386,168.92</u> | Total Vouchers approved: <u>\$428,794.09</u> |
- 10.2 **Operation's Report - Andy Campbell (WWS)**
- A. See attached Operation and Maintenance Report for month ending October 2016
11. **EXECUTIVE SESSION** – Commissioner Malzone called executive session at 7:50 PM to discuss acquiring property for a potential well site.
- The Commissioners came out of Executive Session at 7:55 PM. No decision was made to purchase the property.
12. **ADJOURNMENT** – There being no further business of the District the meeting was adjourned at 8:10 PM

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

John Brunke
Commissioner; FWSD

January 3rd, 2016
Approval Date

**FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of December 20th, 2016**

SPECIAL MEETING

MEETING PLACE - 5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Present: Lou Malzone (*President*); John Brunke and Eric Hansen

Staff: Andy Campbell (*Certified Operator*); Terri Campbell (*Finance and Administration*)

1. CALL TO ORDER

Commissioner *Malzone* called the meeting to order at 1:00 P.M.

2. RATE STUDY

Commissioner Malzone presented a chronology of the sewer project.

Commissioner Hansen asked *Eric Nutting (Gray and Osborne)* to provide the *FCS Group* the total cost to install vadose wells.

Commissioner Hansen stated he believes the FCS rate study will determine the financial viability.

The *Commissioner* agreed to suspend engineering work on the sewer project except to determine the cost of the vadose wells. *Commissioner Malzone* will send an email to *Eric Nutting* requesting the costs.

3. ADJOURNMENT – There being no further business of the District the meeting was adjourned at 2:20 PM

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

John Brunke
Commissioner; FWSD

January 3rd, 2016

Approval Date