

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – December 13th, 2017

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 Manager, Administration*)

Professional Services and Audience: *see attached audience list*

1. CALL TO ORDER

Commissioner *Malzone* called the meeting to order at 10:00 A.M.

2. FLAG SALUTE

3. AGENDA (Addition or Deletions) - None

4. APPROVAL OF MINUTES - Commissioner *Hansen* moved seconded by Commissioner *Brunke* to approve the *regular* meeting minutes of November 8th, 2017. Motion approved

5. COMMISSIONERS REPORTS – None

6. PROJECT REPORTS

6.1 Water System Action Items-

- A. Comprehensive Plan Update – *Gray and Osborne* (Engineers) presented a draft of section 1 and 2 of the Freeland Plan update. *George Bratton* (Engineer) is working on the Harbor Hills portion of the plan. The Plan updates for Freeland Water will be separate from Harbor Hills. The only sections that will be incorporated into the plan is district policies and procedures. The Commissioners will hold a workshop with Engineers, Commissioners, and Operation Staff to comment on information to be implemented into the plan.
- B. Water Treatment Project - *Andy Campbell* reported that the building is ready to accept the arrival of the equipment for the treatment system at the end of February 2018.
- C. Developer Extensions –
 - a) Whispering Firs (Myers) – The engineer for Whispering Firs, *Davido Consulting* requested that the FWSD Engineer, *Gray & Osborne* prepare the “flow analysis”. The Commissioners approved the request but requested *Davido Consulting* to pay FWSD up front to have this done.
 - b) Evergreen Way (LaChause) – Andy is waiting for them to start construction.

- c) **Chipshot (Eagle Builders)** – Andy returned the Chipshot plans back to *Davido Consulting* because they were too condensed to read.

7. **UNFINISHED BUSINESS** –

- 7.1 **HWY 525 Property** – *Margaret Anderson* and *Richard Boyle* from St. Hubert's Church are interested in a trade of portion of property between HWY 525 and their six and half acres on Fish Road. The Commissioners will discuss this in the upcoming workshop. They also want to discuss this with the district's attorney.

7.2 **Water Quality (Nitrates)** –

Per nitrate control: WA State Department of Health permits for "Large On-Site Sewage System Operating Permit" for ISL070 *Sunny View Village* and ISL045 *Main Street Sewer District* was presented. The permit letter discussed the permit standard requirements and system specific permit conditions. The permit requests the Operator for each system to complete and submit the permit renewal application with a monitoring report form due by May 31st 2018. The report will inform DOH what maintenance must be done and what monitoring was recorded.

Commissioner *Hansen* questioned where the nitrates are coming from and what is affecting the higher concentrations of nitrates. He wants evidence to be assured that the nitrates are coming from septic systems. Commissioner *Malzone* wants the District to take action by "resolution" towards decreasing the nitrates, he is concerned about further development of land should nitrates keep increasing. Commissioner *Hansen* will contact Island County Health Department to find out where the increase of nitrates may be coming from and if they are aware if a hydrologist study was completed, or needs to be done. Commissioner *Malzone* will draft a resolution to the district's attorney for comments on a resolution making a policy regulation of the district for future development in the Freeland area. The regulation would enforce the developer to install septic systems to treat in decreasing nitrates. *Island County* would have to include the regulation into issuing new permits for development in the Freeland area.

- 7.3 **Land Use Designation** – Commissioner *Malzone* sent questions to *Becky Frey*; *Island County Planning*, asking about sewage treatment on property, septic compacity, and on-site drain fields. He will notify everyone once *Becky* responds.

8. **NEW BUSINESS** –

- 8.1 **Oath of Office** – Commissioners *Malzone* and *Brunke* were given oath of office to fill their terms as elected Commissioner of Freeland Water and Sewer District.
- 8.2 **Commissioner Board Appointments** – The Commissioners approved the following appointments: Commissioner *Malzone*; President, Commissioner *Brunke*; Secretary

8.3 Proposal of Asset Acquisition/Consolidation – *Cully Lehman* from *Lehman Enterprises, Inc.* presented a proposal of asset acquisition and consolidation between FWSD and *Lehman Enterprises, Inc.* The consideration is for DOH systems ID #'s 466703 and 310406. A map of the breakdown of the water systems was presented. FWSD Commissioners need more information from *Lehman Enterprises* and will discuss this further with the district's attorney.

8.3 Workshop – The Commissioners approved to hold a workshop on Tuesday December 19th, at 3PM at 5585 Lotto Avenue – Freeland to discuss;

- a) Nitrates
- b) Comprehensive Plan Update
- c) Lehman Enterprises, Inc. Asset Acquisition/Consolidation
- d) St. Hubert's Church property exchange

9. AUDIENCE PARTICIPATION –

9.1 Minutes – *Denise Lorenz* questioned the minutes not being on the website. Terri will look into the oversight and make sure the website is updated.

10. REPORTS -

10.1 Accountant's Report - (WWS)

A. Accounts – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets for the month ending November 2017.

B. Approval of Vouchers –

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated **December 13th, 2017**. Commissioner *Malzone* moved and seconded by Commissioner *Brunke* to approve and sign the following vouchers and amounts: **Motion approved, Commissioner Hansen abstaining**

Operation & Maintenance Fund #702 (FW \$9,394.72, HH \$5,537.08, SVF \$79.55)

Construction Improvement Fund #742 (FW \$8,028.24) Total Vouchers: \$23,039.59

10.2 Operation's Report - Andy Campbell (WWS)

A. See attached Operation & Maintenance Report for month ending November 2017

11. EXECUTIVE SESSION – None

12. ADJOURNMENT – There being no further business of the District, the meeting of November 8th, 2017 was adjourned at 12:15 PM.

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

John Brunke
Commissioner; FWSD

January 11th, 2017

Approval Date

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Workshop – December 19th, 2017

MEETING PLACE - 5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioner; Brunke, Hansen, Malzone, Operations Manager; Andy Campbell, Engineers; George Bratton, Roger Kuykendall

1. CALL TO ORDER

Commissioner *Malzone* called the meeting to order at 3:00 P.M.

The Commissioners reviewed and provided comments on Gray & Osborne's draft chapters 1 and 2 of the Freeland water systems plan. The only significant action item was the need to clarify the water service situation for Harbor Hill and Sunnyview Farm.

Lou opened the Special meeting at 4:30 P.M.

Responding to a request from Island County Planning and Community Development, the commissioners discussed an appropriate zoning designation for the Highway 525 site. It was agreed that the non-residential mixed-use designation was most appropriate.

The commissioners discussed a proposal by Lehman Enterprises to negotiate the purchase of WB water systems they own. The consensus was that additional information would be required before a purchase could be considered. The commissioners asked Andy Campbell to relay this to Mr. Lehman.

Prepared by: Eric Hansen, Commissioner
Freeland Water and Sewer District