

**FREELAND WATER and SEWER DISTRICT
- ISLAND COUNTY WASHINGTON –**

Minutes of February 11th, 2013

MEETING PLACE

5421 Woodard Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Eric Hansen (*President*); Lou Malzone (*Vice President*); Marilyn Abrahamson (*Secretary*)

Professional Services: Andy Campbell (*Certified Operator*); Terri Campbell (*Finance & Administration*);
Eli Zehner & Rodney Langer (*Engineers - CHS*)

Audience: See attached List (*sign in sheet*)

1. CALL TO ORDER

Commissioner Malzone called the meeting to order at 5:50 P.M.

2. FLAG SALUTE

3. AGENDA – Addition or Deletions

With further additions (appointing new officers) it was moved by Commissioner *Malzone* and seconded by Commissioner *Abrahamson* to approve the meeting agenda. **Motion approved & passed unanimously.**

4. APPROVAL OF MINUTES

Commissioner Abrahamson moved and it was seconded by Commissioner Malzone to approve the regular meeting minutes of **January 14th**, 2013 as presented. **Motion approved & passed unanimously.**

5. APPOINTMENT OF OFFICERS – Commissioner Abrahamson made motion seconded by Commissioner Malzone for the following positions of the Board of Commissioners: Eric Hansen; President, Lou Malzone; Vice President, Marilyn Abrahamson; Secretary, Terri Campbell will continue as the Auditing Officer with Marilyn Abrahamson as the Alternate Auditing Officer. **Motion approved & passed unanimously.**

6. PUBLIC HEARING – District Base Rate Change - Commissioner Hansen opened the Public Hearing and presented changes to the District Base Rate for the Cost of Living Increase based on the Consumer Price Index. This increase shall be applied at 2% on the base rate to the Freeland Residential, Commercial, Multi Family, Harbor Hills and Sunny View Farm Customers. There being no Public Input or comment, Commissioner Malzone made motion seconded by Commissioner Abrahamson to accept the changes as presented in Resolution #2013-02-007. **Motion approved & passed unanimously.**

7. REPORTS -

7.1 Accountant's Report - Terri Campbell (WWS)

A. Accounts – Accounting reports were presented, which included Income, Expense and Balance sheets of all funds for the period ending **January 2013**.

7.2 **Manager's Report – Water Operator; Andy Campbell (WWS)**

A. *See attached Operation and Maintenance Report*

7.3 **Project Reports: -**

Sewer Plan – Commissioner Malzone reported that he spoke with CHS Engineering and they will have information to go over at the workshop on February 21st. There is still concern of where the treated waste water is going to go.

7.4 **Workshops**

A. **WASWD Commissioners Workshop (January 26th)** – Commissioner Malzone reported that the workshop was wonderful. The Commissioners questioned Speakers in the session about Standby Fees charged on vacant lots, possibility of hydrant fee charge, and municipal water law.

B. **Commissioner Workshop (Freeland - January 24th)**
The Commissioners and Andy Campbell reviewed and updated the District's Rules and Regulations for consideration at the February 11th, regular meeting.

8. **UNFINISHED BUSINESS -**

8.1 **Sunny View Village, Developments and Nitrates** - Andy discussed the Nitrate levels and the impact and long term effects of this project and future developments being built near the well site radius. It may be that the Sunny View Village and future projects may have to put in a sewer treatment plant to take care of the nitrates

8.2 **District Rules & Regulations (DR&R)** – Commissioner Malzone motioned seconded by Commissioner Abrahamson to approve and adopt Resolution #2013-02-008 which clarifies certain definitions and the water rates. These changes were developed in the District workshop held January 24th. **Motion approved & passed unanimously.**

9. **NEW BUSINESS –**

9.1 **Sunny View Farm** – Andy Campbell reported that the State Department of Health (DOH) will not be monitoring Group B Water Systems in the future due to budget cuts.

9.2 **Audit** – Terri Campbell reported that in order for the State Auditor to complete the Audit they need the signature of Commissioner Hansen and Terri Campbell on the “Representation Letter”. Commissioner Hansen was not comfortable with all of the representations and would like for the District's Attorney to look over the letter and make recommendation before signing the letter. On the Preliminary Audit questions that the Auditor sent, Commissioner Malzone and Abrahamson will have Terri send their responses to the questions.

10. **AUDIENCE PARTICIPATION-**

10.1 **Citizen Concern** – Al Peyser talked about a letter he wanted to send to the County about regulatory impediments to disposing of treated wastewater.

11. **APPROVAL OF VOUCHERS**

After reviewing the vouchers presented for payment, Commissioner Malzone moved and it was seconded by Commissioner Abrahamson to approve and sign the vouchers dated:

On February 11th, 2013, the Board by vote, approved payment of the vouchers as listed in the attachment for: **O&M Fund #702 amount: \$11,603.46**

Motion approved & passed unanimously.

10. **EXECUTIVE SESSION** – None

11. **MEETING CLOSURE-** There being no further business the meeting closed at **7:45 PM.**

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

Marilynn Abrahamson
Commissioner; FWSD

Minutes Prepare by: Terri Campbell

Approved: _____