

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

Minutes of January 13th, 2014

**MEETING PLACE**

5421 Woodard Avenue - Freeland, Washington

**IN ATTENDANCE**

**Commissioners:** Lou Malzone (*Vice President*); Marilynn Abrahamson (*Secretary*); Commissioner Hansen (*President*)

**Professional Services:** Andy Campbell (*Certified Operator*); Terri Campbell (*Finance & Administration*); Mike Jauhola, Eric Nutting (*Engineer – Grey and Osborn*);

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

**1. CALL TO ORDER**

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

**2. FLAG SALUTE**

**3. OATH OF OFFICE** – Marilynn Abrahamson was sworn in as Commissioner of FWSD Position #1 by Notary Terri Campbell.

**4. BOARD POSITIONS** – The Board of Commissioners approved the following Board positions; Lou Malzone; President, Eric Hanson; Vice President, Marilynn Abrahamson; Secretary and Alternate Auditing Officer; Terri Campbell; Auditing Officer

**5. AGENDA – Addition or Deletions**

It was moved by Commissioner *Malzone* and seconded by Commissioner *Abrahamson* to approve the meeting agenda as amended. Commissioner Hansen added HHSD water transfer to the agenda. *Motion approved unanimously*

**6. APPROVAL OF MINUTES** - Commissioner *Malzone* moved and seconded by Commissioner *Abrahamson* to approve the regular meeting minutes of **December 9th, 2013** as amended to include what maps Engineer Mike Jauhola is reviewing at their office. *Motion approved unanimously*

**7. PROJECT REPORTS -**

**7.1 Joanne Drive Main Replacement** - We are updating the Districts Small Work Roster.

**7.2 Bercot Road Inter-tie** – Andy presented a bid from George Bratton, Engineer for a Scope of Work for the Inter-tie presented for the Facility Plan on the Bercot Road Inter-tie. Commissioner Malzone made motion seconded by Commissioner Abrahamson to approve the scope of work. Grey and Osborne were present and was okay with the District working with George Bratton.

7.3 **Sewer Plan Scope of Work** - *Mike Jauhola (Grey & Osborne Engineering)* reviewed the water consumption in the Commercial Core area and is still working on the information he received. Commissioner Malzone and Commissioner Abrahamson questioned the GMA allocated growth projections. Commissioner Malzone feels there are residential components and a lot of decisions need to be made by FWSD as the project moves forward. Commissioner Malzone wants John Brunke to be included in the conversations that Mike has with the county. Commissioner Malzone made motion seconded by Commissioner Abrahamson to send a memo to Island County Planning asking the County to coordinate with the FWSD to effectively change the NMUGA boundary so that the probability of implementing sewer infrastructure can become realistic at the end of planning. A formal letter will be sent to the county by Commissioner Malzone suggesting consideration to change the NMUGA. **Motion approved unanimously**

7.4 **Well Head Protection Plan** – *Mike Jauhola* is waiting to hear from Farallon to obtain data from the new monitoring wells. Commissioner Hansen wants to get a well head protection plan in place right away.

## 8. **UNFINISHED BUSINESS** -

8.1 **Sunny View Village** (SVV) – *Andy Campbell* reported that 20/20 submitted another group of documents covering the same material to the Health Department. Mike is waiting for a response. It is up to Sunny View Village to meet the state requirements. Mike will be reviewing the newly submitted documents.

8.2 **Main Street Sewer District** (MSSD) – *Mike Jauhola (Grey & Osborne Engineering)* still under review. Eric Nutting from Grey and Osborne went to MSSD looked through the facility and said it looks okay. The tanks will need to be inspected.

8.3 **Whidbey Marine Spill Testing** – Water sample results from Farallon have not yet been received.

8.4 **Standby Fees** – The Commissioners will follow their original motion to reimburse the Standby Fees from 2009 through 2012. The policy will also include to reimburse the vacant lot owners for additional years prior (2005 through 2008) if the vacant lot owner can provide evidence of cashed checks they paid.

8.5 **ERU's Consumption** – Workshop will be held to discuss the ERU's consumption rates on February 13<sup>th</sup>, 2014.

8.6 Commissioner Workshop – All Commissioner will be attending the Commissioner Workshop held on January 25<sup>th</sup>, in Lynnwood, WA. At 9:00 AM

## 9. **NEW BUSINESS** – None

10. **REPORTS -**

10.1 **Accountant's Report - Terri Campbell (WWS)**

- A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, Balance sheets of funds ending **December 2013**. Terri stated this is not the annual report, she is waiting for the Island County Treasures report to make sure the County balances with FWSD.

10.2 **Operation's Report - Andy Campbell (WWS)**

- A. See attached Operation and Maintenance Report for December

11. **AUDIENCE PARTICIPATION-** None

12. **APPROVAL OF VOUCHERS**

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

*On January 13th, 2014*, the Board by vote, approved payment of the vouchers as listed in the attachment for:

O&M Fund #702 amount: \$20,371.75

Total of All Vouchers - **\$20,371.75** *Motion approved unanimously*

13. **EXECUTIVE SESSION** – N/A

14. **MEETING CLOSURE** - There being no further business the meeting closed at **7:15 PM**.

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Eric Hansen  
Commissioner; FWSD

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Lou Malzone  
Commissioner; FWSD

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Marilynn Abrahamson  
Commissioner; FWSD

Minutes Prepare by: *Terri Campbell*

Approved: \_\_\_\_\_