

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

Minutes of January 14<sup>th</sup>, 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*);  
Mike Jauhola and Rodger Kirkendale (*Engineers - Grey & Osborne*)

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

**1. CALL TO ORDER**

Commissioner Hansen called the meeting to order at 5:45 P.M.

**2. FLAG SALUTE**

**3. AGENDA – Addition or Deletions**

With further additions 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 Malzone moved and it was seconded by Commissioner Abrahamson to approve the regular meeting minutes of **December 10th**, 2012 as presented. **Motion approved & passed unanimously.**

**5. 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 January 14th, 2012***, the Board by vote, approved payment of the vouchers as listed in the attachment for: O&M Fund #702 amount: \$18,086.67 and

C & I Fund #742 amount: \$186.88

**Total of All Vouchers Submitted: \$18,273.55**

**Motion approved & passed unanimously.**

**6. REPORTS -**

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

**A. Accounts** – Accounting reports were presented, which included Income, Expense and Balance sheets of funds for the period ending **December 2012**.

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

**A. *See attached Operation and Maintenance Report***

### **6.3 Project Reports: -**

- A. **Sewer Plan** – Commissioner Malzone reported Engineer Rodney Langer (CHS) is moving ahead and will be sending documentation. The Progress Report will be prepared and turned in Quarterly to DOE.

## **7. UNFINISHED BUSINESS -**

- 7.1 Website** - Marilyn presented visits to the website. The statistics show minimal usage. It was agreed, the website is a great tool to view District information.
- 7.2 Trillium Property** – Commissioner Malzone contacted DOE to find out what the process would be if a decision was made to sell or change the Trillium Property. He contacted them for informational purposes only and was told it could only be used for the purpose it was purchased for and takes several steps for changes to be made.
- 7.3 Inter-Local Agreement** – ULID agreement was questioned if it was still active. Commissioner Hansen will contact ICTY Commissioners and Commissioner Abrahamson will contact Elaine Marlow (ICTY) to see if the Agreement can be extended. The response from ICTY needs to be in writing.
- 7.4 Sunny View Village, Developments and Nitrates** - Commissioners discussed Nitrates and the long term effects on the well with this project and future development of other properties. The District Engineers Gray & Osborne and Andy Campbell are working together to address these issues with ICTY and those who may be involved.
- 7.5 District Rules & Regulations (DR&R)** – The workshop being held on January 24<sup>th</sup>, 2013 will include the reviewing of the DR&R.

## **8. NEW BUSINESS –**

- 8.1 Holmes Harbor Property Foreclosure Ad** – Andy Campbell had the ad corrected deleting the parcel owned by FWSD as part of a Holmes Harbor foreclosure.
- 8.2 Audit** – Terri Campbell reported that the Auditor was here from January 2<sup>nd</sup> and most likely be here through January 24<sup>th</sup>. The District will wait for the Auditors report and table discussion on Standby Fees and then discuss the results with the Districts attorney if needed.
- 8.3 District Maintenance** – Commissioners Hansen would like to see more focus on District Maintenance since the Sewer Project had been what was mostly focused on in the past. A project priority list exists and Andy will work with the District Engineer to schedule some of the projects on the list.
- 8.4 District Funds** – Resolutions #12-2012-008 (Emergency Fund) and #12-2012-009 (PTWF) were signed (approved December meeting) to set up new funds for the District through ICTY.

**9. AUDIENCE PARTICIPATION-**

**9.1 Citizen Concern** – Al Peyser has concerns about the process and efforts put forward to get sewers and there is no progress. He feels the District needs to move forward.

**10. EXECUTIVE SESSION – None**

**11. MEETING CLOSURE- There being no further business the meeting closed at **7:25 PM.****

\_\_\_\_\_  
Eric Hansen  
Commissioner; FWSD

\_\_\_\_\_  
Lou Malzone  
Commissioner; FWSD

\_\_\_\_\_  
Marilynn Abrahamson  
Commissioner; FWSD

*Minutes Prepare by: Terri Campbell*

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