

**FREELAND WATER and SEWER DISTRICT  
ISLAND COUNTY WASHINGTON  
Minutes of Regular Meeting – January 17th, 2022**

**MEETING PLACE** – 1667 Roberta Avenue- Freeland, Washington

**IN ATTENDANCE**

**Commissioners:** Chad Gladhart, Eric Hansen, Lew Randall

**Staff:** WWS: Terri Campbell (Finance/Administration); Andy Campbell (Certified System Operator); Roger Kuykendall, District Engineer

**1. CALL TO ORDER**

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

- 2. AGENDA** - Commissioner Hansen moved, seconded by Commissioner Randall, to approve the agenda. *Agenda approved unanimously*

**3. APPROVAL OF MINUTES** –

Commissioner Hansen moved, seconded by Commissioner Gladhart, to approve the minutes of the December 8 meeting. *Motion passed unanimously*

- 4. COMMISSIONERS REPORTS** – Commissioner Hansen scheduled a telephone conference call with Andrew Jones, LOSS engineer with the Washington Department of Health, to discuss permit compliance issues with the Sunnyview Village and Main Street wastewater systems. Andrew said DOH staff will meet internally in February, and will likely establish a moratorium on filling vacant Sunnyview units until there is a commitment to implementing an engineering solution on a specific schedule. Andrew acknowledged Main Street Sewer District is also out of compliance, and must submit an engineering design for nitrate reduction in June. The Board expressed appreciation for the proposed actions.

**5. PROJECT REPORTS** -

- 5.1 Harbor Hills North Well** –Gray & Osborne will have a survey completed by the next meeting.
- 5.2 Sunnyview Farm Connection** –Construction remains delayed by unavailability of plumbing supplies.
- 5.3 Freeland well permitting** – Roger reported he was waiting for a few contractual issues to be resolved before assembling the contracts for District signature for drilling the Honeymoon Bay well.
- 5.4 Harbor Hills Well 3 Rehabilitation** –Andy reported that surging of the well screen and installation of a new pump will be delayed another month. An invitation to Harbor Hills property owners to meet with the Board at the February meeting will be sent with invoices.

6. **UNFINISHD BUSINESS** –

6.1 **Connection Charge**–Commissioner Hansen reported that the District’s attorney Malcolm Harris had no substantive comments on either the numerical calculations or the documentation of the connection charge assessment. Commissioner Hansen moved, seconded by Commissioner Randall, approval of the methodology contained in the November documents, subject to updates in the 2021 inflation rates. The motion included a grandfathering of connection charges for those who have already submitted Water Availability request forms.

7. **NEW BUSINESS** – None

8. **AUDIENCE PARTICIPATION**

8.1 Property owner Katherine Harja asked when we’d determine if a Water Availability approval is possible. Andy said he hoped we’d know by April.

9. **STAFF REPORTS**

9.1 **Accountant's Report** – Terri Campbell (WWS)

- A. **Accounts** – Terri presented up to date financial reports that were emailed prior to the meeting for the Commissioners review. The Commissioners approved the reports as presented.
- B. **Audit** - Terri reported that the audit was proceeding smoothly, but that the virtual nature of the audit required a great deal of extra effort by her staff.
- C. Vouchers with invoices were emailed to the Commissioners for review prior to the meeting. Commissioner Gladhart moved, seconded by Commissioner Hansen, to approve payment of the vouchers. **Motion passed**

**Operation and Maintenance Fund #702**

- 1. OM-1-1 thru 1-11 in the amount of \$21,351.24

**Capital Improvement Fund #742**

- 1. CI-1-1 thru 1-2 in the amount of \$1701.58      **Total Expenses \$23,052.85**

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

- A. Andy provided Operation & Maintenance Activity Report and graphs.
- B. Andy offered the locate requests and lab results for Board review.
- C. Andy removed the meter on the Simon property on Bercot Road.
- D. All water quality testing met state standards.

10. **ADJOURNMENT** –Commissioner Gladhart adjourned the meeting at 11:50 a.m.

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Eric Hansen  
Commissioner; FWSD P-2

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Lewis Randall  
Commissioner; FWSD P-1

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Chad Gladhart  
Commissioner; FWSD P-3

Date Approved: February 9, 2022