

**FREELAND WATER and SEWER DISTRICT  
ISLAND COUNTY WASHINGTON  
Minutes of Regular Meeting – July 14, 2021**

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

**IN ATTENDANCE**

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

**Staff:** WWS: Andy Campbell (Certified Operator), Terri Campbell (Finance/Administration), Roger Kuykendall (Gray & Osborne)

**1. CALL TO ORDER**

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

**2. AGENDA - *Agenda approved with addition of discussion of sewer grant closing***

**3. APPROVAL OF MINUTES –**

Commissioner Hansen moved, seconded by Commissioner Gladhart, to approve the minutes of the June 9 meeting. ***Motion passed unanimously***

**4. COMMISSIONERS REPORTS – none**

**5. PROJECT REPORTS - Water System Action Items-**

**5.1 Harbor Hills Well 2 Rehabilitation** – Andy reported that Well 2 operated briefly but then a leak in the draw pipe developed. Andy anticipates the well be operational next week.

**5.2 Sunnyview Farm Connection** –Andy presented a March 29, 2021 email from Island County requesting additional documentation. Andy does not anticipate project delays. Roger will prepare a response.

**5.3 Freeland well permitting** – Roger said he just received the PPG hydrogeological report. A draft application to change the water right point of withdrawal will be available for review in about a week.

**5.4 Fish Forest Pump Station** –Andy contacted Pump Dynamics (Washougal) who provided the pump skid but they will not provide any relevant information or assistance. Roger will consult his electrical engineer for a solution.

**6. UNFINISHED BUSINESS –**

**6.1 Cell Tower** - A completed stamped survey of the cell tower site has been sent to Verizon.

**6.2 General Facility Charge Assessment** – Lew has revised the calculations to allow for a variable inflation rate and will distribute a complete memorandum with appendices for distribution by the end of July.

## 7. NEW BUSINESS –

- 7.1 **Discussion of progress on water system plans** – Andy and the commissioners compared current activities with the capital facilities plans. Commissioners acknowledged significant progress implementing the plans.

## 8. AUDIENCE PARTICIPATION

- 8.1 Carol Hannah asked if there was a way the district monitors reservoir level. Andy said they visit three times a week. The request to curtail water use the week prior to the fourth of July was due to very high water use and a broken water line on Honeymoon Bay Road.
- 8.2 Pamela Daener asked about connection fees for lot owners in Sunnyview Farm. The commissioners agreed that only a connection fee would be charged to lots that were promised water by prior owner. She also reported that Lot 3, where the well is located, has a putative line between the well and Harbor Hills Lot 1. She warned that if someone builds on Lot 3 the line will have to be relocated, if it exists, because there is no easement.

## 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. Vouchers with invoices were emailed to the Commissioners for review prior to the meeting. Commissioner Gladhart moved, seconded by Commissioner Randall, to approve payment of the vouchers. *Motion passed unanimously*

#### Operation and Maintenance Fund #702

1. OM-7-1 thru 7-9 in the amount of \$21,071.70
2. OM-Withdraw Department of Revenue \$65.49

#### Capital Improvement Fund #742

1. CI-7-1 thru 7-3 in the amount of \$14,211.23

#### Public Works Trust Fund #622

1. PWTF-7-1 in the amount of \$229,684.20
2. PWTF-7-2 in the amount of \$124,746.84

**Total Expenses \$389,779.46**

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

- A. Up to date Operation & Maintenance Activity Report and graphs were provided to the commissioners.
- B. All water testing passed
- C. Andy is investigating electronic monitoring of well water levels.
- D. DSL data for first and second quarters 2021 will be presented at the August meeting.

**10. ADJOURNMENT** –Commissioner Gladhart adjourned the meeting at 11:18 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: August 11, 2021