

**FREELAND WATER and SEWER DISTRICT**  
**ISLAND COUNTY WASHINGTON**  
**Minutes of Regular Meeting – July 23rd, 2025**

**MEETING PLACE** – 5585 Lotto - Freeland, Washington

**IN ATTENDANCE**

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

**Staff:** WWS: Andy Campbell (Certified System Operator), Terri Campbell (Finance and Administration)

1. **CALL TO ORDER** – Commissioner Gladhart called the meeting to order at 8:35 a.m.
2. **AGENDA** - Commissioner Hansen moved and Commissioner Randall, seconded the approval of the agenda presented. **Motion approved unanimously.**
3. **APPROVAL OF MINUTES** –  
Commissioner Hansen moved and Commissioner Randall, approval of the minutes of the June 25th, regular meeting. **Motion approved unanimously.**
4. **PROJECT REPORTS** -
  - 4.1 **Harbor Hills Antelope North Well**– No new information. Commissioner Hansen will ping Gray & Osborne in regard to the status of the project report for submittal to the Washington departments of Health and Ecology.
  - 4.2 **Emergency Preparedness** – No action.
  - 4.3 **IT and records management**–Terri will deposit money for software today. Terri expects everything to be operational by next meeting.
5. **COMMISSIONERS REPORTS** – None
6. **AUDIENCE PARTICIPATION** – No one present, but Terri distributed a letter from Steve Myres (who is working on Emergency Management in the county) alleging SEPA deficiencies associated with the LIHI project in Freeland.
7. **UNFINISHD BUSINESS** –
  - 7.1 **Audit** - Terri indicated the auditors are still requiring additional information and asking questions about the rentals.
  - 7.2 **Leak policy revisions** – Commissioner Randall will distribute text for a revised leak policy. When received, Commissioner Hansen will distribute a resolution for action at the August 20<sup>th</sup>, meeting.
8. **NEW BUSINESS** – None

## 9. STAFF REPORTS

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

- A. Andy provided his Operation & Maintenance Activity Report and water production graphs.
- B. Andy reported there is still an issue with a valve at the Harbor Hills water treatment plant. Andy again proposed to replace primary function valves at the treatment plant. Andy will order valves this week
- C. Andy has ordered a new meter for the Freeland Cell Site well pump. Still waiting for the meter.
- D. Commissioner Hansen noted that the Cell Tower site is still pumping far more water than the Hilltop or Stonebridge wells. Andy committed to determining why it is pumping so much more by the August meeting.
- E. Andy offered the locate requests and lab results for Board review.
- F. All water quality testing met state standards.
- G. Andy will contact the fire department to evaluate the rental property for a practice burn.

### 10. Accountant's Report – Terri Campbell (WWS)

**10.1 Leak Relief** - Commissioner Gladhart moved seconded by Commissioner Randal to approve a \$436.80 leak adjustment (per policy) for account 70560. **Motion approved unanimously.**

**10.2 Leak Relief** - Commissioner Gladhart moved seconded by Commissioner Randall to approve a \$1000 leak adjustment (per policy) for account 77321. **Motion approved unanimously.**

**10.3 Account Fund Balances** – Terri presented financial reports by prior email. Commissioner Randall moved, seconded by Commissioner Hansen, approval of the July financial report. **Motion passed unanimously**

**10.4 Vouchers** – Commissioner Gladhart moved seconded by Commissioner Randall, the approval of the vouchers totaling **\$41,820.69**. **Motion passed unanimously**

#### **Operation and Maintenance Fund #702**

- 1. OM-7-1 thru 7-9 in the amount of **\$36,249.44**.

#### **Capital Facilities Fund #742**

- 1. CI-7-1 thru 7-2 in the amount of **\$5,571.25**.

11. Commissioner Gladhart adjourned the meeting at 9:21 a.m.

\_\_\_\_\_  
Lewis Randall  
Commissioner; FWSD P-1

\_\_\_\_\_  
Eric Hansen  
Commissioner; FWSD P-2

\_\_\_\_\_  
Chad Gladhart  
Commissioner; FWSD P-3

Date Approved: August 20th, 2025