

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

Minutes of June 8th, 2015

MEETING PLACE

5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Lou Malzone (*President*); Eric Hansen - (*Vice President*)

Staff: Andy Campbell (*Certified Operator*); Terri Campbell (*Finance Manager and Administrator*)

Professional Services and Audience: See attached list (*sign in sheet*)

1. CALL TO ORDER

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

2. FLAG SALUTE

- 3. COMMISSIONER APPOINTMENT** – Commissioner *Marilynn Abrahamson* emailed her letter of resignation to the Board on June 4th. Due to the board vacancy and after consideration Commissioner *Malzone* moved seconded by Commissioner *Hansen* to appoint John Brunke to fill the vacancy. *John Brunke* accepted the position and was sworn in by Notary and Administrator *Terri Campbell*. **Motion approved unanimously**

4. AGENDA – Addition or Deletions

It was moved by Commissioner *Hansen* and seconded by Commissioner *Malzone* to approve the meeting agenda. **Motion approved unanimously**

- 5. APPROVAL OF MINUTES** - Commissioner *Hansen* moved and seconded by Commissioner *Malzone* to approve the regular meeting minutes of **May 11th, 2015**
Motion approved

6. PROJECT REPORTS -

6.1 Sewer Planning – *Glen Mutti-Driscoll (Hydrogeologist from Pacific Ground Water Group)* presented a “Budget of cost Estimates” in an email dated June 8th asking for additional geo-probe work and associated data analysis to be done to include in the report they are currently working on. This would consist of “Push Probe Boring Installation” of \$11,912 dollars and the “Report” in the amount of \$5,375 dollars. Commissioner *Hansen* moved seconded by Commissioner *Malzone* to approve \$17,287.00 as presented in the Estimates.

6.2 Myrtle Extension – *Andy Campbell* reported that the request for a developer extension from *Susan Specht* is complete and in order. Commissioner *Malzone* moved and seconded by Commissioner *Hansen* to approve the developer extension as presented with the fifteen year recovery period starting in June 2008. **Motion approved unanimously**

7. **UNFINISHED BUSINESS** –

7.1 **Harbor Hill Wellhead Protection Area** – *Andy Campbell* contacted the Department of Drinking Water for WA grant funds from them to go towards the consolidation with Harbor Hill water system (not to be confused with the Harbor Hills Water System owned by the FWSD). He is waiting to hear back from them.

7.2 **Water Shut-off Notice** – *Andy Campbell* reported that there has not been a resolution from the Post Office of how they are going to fix their leak. Commissioner *Hansen* moved seconded by Commissioner *Malzone* to have *Andy* contact the Post Office and let them know they have two weeks from this meeting date to repair their leak or the district will have no other choice but to disconnect their service until the leak is repaired. **Motion approved unanimously**

8. **NEW BUSINESS** –

8.1 **Meeting Time** – Commissioner *Hansen* moved and seconded by Commissioner *Malzone* to hold the FWSD meetings at 5:30 PM. **Motion approved unanimously**

9. **AUDIENCE PARTICIPATION** – None

10. **REPORTS** -

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

A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets ending **January thru May 2015**.

B. **APPROVAL OF VOUCHERS**

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated **June 8th, 2015**. Commissioner *Malzone* moved and seconded by Commissioner *Hansen* to approve and sign the following vouchers and amounts:

O&M Fund #702 amount: **\$69,894.13**

C&I Fund #742 amount: **\$2,277.06**

Sewer Fund #623 amount: **\$21,273.57**

Total All Vouchers: \$93,444.77

Motion approved unanimously

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

A. See attached Operation and Maintenance Report for May 2015

11. **EXECUTIVE SESSION** – None

12. **MEETING CLOSED** – Commissioner *Hansen* made motion seconded by Commissioner *Malzone* to close this meeting at 6:55 PM. **Motion approved unanimously**

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

John Brunke
Commissioner; FWSD

July 13th, 2015

Approval Date

Minute Prepared by: *Terri and Andy Campbell (WWS)*