

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – June 12th, 2019

MEETING PLACE - 5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall

Staff: WWS: Andy Campbell (*Certified Operator*), Gray & Osborne: Roger Kuykendall (Engineer)

1. CALL TO ORDER

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

2. FLAG SALUTE

3. AGENDA - Agenda approved

4. APPROVAL OF MINUTES – Commissioner Randall moved seconded by Commissioner Gladhart, to approve the *regular* meeting minutes of May 8th, 2019. Motion approved unanimously

5. COMMISSIONERS REPORTS –

5.1 **Commissioner Hansen: Chlorine Taste** – After hearing a complaint from Harbor Hills customer Tom Browning the commissioners discussed taste of chlorine in the District water. Options including adding more or less chlorine and additional treatment were discussed. Engineer Roger Kuykendall volunteered to discuss the issue with his engineering colleagues.

6. PROJECT REPORTS

6.1 Water System Action Items-

- A. **Comprehensive Water System Update (FW)** – Roger Kuykendall reported that the Department of Health will approve the revised Water System Plan after review and approval of the intertie project.
- B. **Comprehensive Plan Update (HH)** – No Report.
- C. **Fish Forest** – Andy reported Jerry Beck Electrical will investigate how to install the uninterruptible power supply at the Fish Forest booster pump station when he returns from his vacation.
- D. **Hydrant Replacement** – One contractor has responded to do the replacement; Andy will seek additional bids.
- E. **Bercot Intertie** – Roger Kuykendall reported that the report was submitted to the Department of Health.
- F. **Small Works Roster** – The ad was placed in the paper and waiting for response.

- G. Power Surge Protectors** – Andy reported the power surge protectors have been installed at wells 1, 2, 3, Harbor Hills well, and Fish Forest.
- H. Rate Study** – Commissioner Randall and Terri Campbell (finance) will meet later this month to get started on the rate assessment. Commissioner Randall handed out suggested definitions of terminology associated with a rate structure.

7. **UNFINISHED BUSINESS** –

- 7.1 **Verizon Cell Tower** – Commissioner Gladhart stated the district’s attorney prepared a new lease agreement and has sent it to Verizon for review.
- 7.2 **Rental Property** – The asbestos inspection has been completed, waiting on the test lab results.
- 7.3 **Dirt Piles on SR 525** – Andy said All Whidbey’s Top Soil is interested in removing the dirt piles at SR 525 (district property) at no cost to the district. The Commissioners approved them to remove the dirt piles.
- 7.4 **Sewer - Letter, Resolution and John Brunke Report** - Commissioner Hansen will draft a letter formally notifying the County that the district has terminated all work on the sewer project. The letter will include attachment of the May 2018 summary of the sewer planning efforts.
- 7.5 **Sunnyview Farm** – The Commissioners agreed that a Harbor Hill resident should contact Bill Persich (Engineer) to participate in the capacity expansion of the Sunnyview Farm system.

8. **NEW BUSINESS** –

- 8.1 **Leak Adjustment** – The Commissioners were informed that account #71391 had a water leak. The customer has met all district requirements for the leak relief request. The Commissioners approved the request for leak relief according to district policy allowing a one-time 50% reduction in water consumption charges.
- 8.2 **Sikma Development Extension** – Andy Campbell reported that Jack Sikma has applied with the district to do a new Development Extension in Harbor Hills.

9. **AUDIENCE PARTICIPATION** – None

10. **STAFF REPORTS**

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

- A. Accounts** – Up to date accounting reports were presented that included preliminary Income, Expense, and Balance sheets.
- B. Audit** – Terri prepared the Assessment Audit for 2018 and it was turned into the State Auditor prior to the May 30th due date.

C. Approval of Vouchers

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated June 12th, 2019. Commissioner Gladhart moved and seconded by commissioner Randall to approve and sign the vouchers in the amount of: **\$63,502.91** *Motion approved unanimously*

10.2 Operation's Report - Andy Campbell (WWS)

A. Operation & Maintenance Activity Report and graphs for month ending May 2019 were provided to the commissioners.

12. ADJOURNMENT – At 11:00 AM Commissioner Hansen adjourned the meeting.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: July 10th, 2019 meeting