

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

Minutes of June 13th, 2016

MEETING PLACE

5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Lou Malzone (*President*); John Brunke, Eric Hansen

Staff: Andy Campbell (*Certified Operator*);

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

1. CALL TO ORDER

Commissioner *Malzone* called the meeting to order at 5:30 P.M.

2. FLAG SALUTE

3. AGENDA – Addition or Deletions

It was moved by Commissioner *Brunke* and seconded by Commissioner *Hansen* to approve the meeting agenda as amended. **Motion approved**

4. APPROVAL OF MINUTES - Commissioner *Brunke* moved seconded by Commissioner *Hansen* to approve the regular meeting minutes of **May 9th, and May 18th 2016**. **Motion approved**

5. PROJECT REPORTS -

5.1 Sewer Planning

A1 Roger Kuykendall and Eric Nutting (District Engineers from Gray and Osbourne) reported on the status of the design and project plans

A2 Commissioner Brunke moved and Commissioner Hansen seconded a motion for Gray and Osbourne to Solicit Bids for the design and materials for the membrane bioreactor system. The motion passed unanimously.

A3 Commissioner Hansen reported that the SEPA public comment period had passed with no comments

A4 Commissioner Brunke moved and Commissioner Hansen seconded a motion to approve Amendment No. 2 to the 2005 Comprehensive Sewer Plan and Engineering Report/facility Plan. The motion was unanimously approved.

6. UNFINISHED BUSINESS

6.1 None

7. NEW BUSINESS –

7.1 Commissioner Hanson moved and Commissioner Brunke seconded a motion to approved \$37,000 with FCS to develop financial aspects of rates and policies subject to confirmation of available funds. The motion was unanimously approved.

8. **AUDIENCE PARTICIPATION** – See Project Reports

9. **REPORTS -**

9.1 **Accountant's Report** – Presented by Email

A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets for May 2016 report.

B. **Approval of Vouchers**

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated **June 13th, 2015**. Commissioner *Hansen* moved and seconded by Commissioner *Brunke* to approve and sign the following vouchers and amounts:

O&M Fund #702 for 06-01-01 thru 06-01-08 in the amount of: **\$13,522.99** **Motion approved**

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

A. See attached Operation and Maintenance Report for May 2016

10. **EXECUTIVE SESSION** – None

12. **ADJOURNED** – At 6:50 PM Commissioner *Brunke* made motion seconded by Commissioner *Hansen* to adjourn the meeting.

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

John Brunke
Commissioner; FWSD

July 11th, 2016

Approval Date

Minute Prepared by: John Brunke (FWSD Commissioner)