

**FREELAND WATER and SEWER DISTRICT**  
**ISLAND COUNTY WASHINGTON**  
**Minutes of Regular Meeting – June 21, 2023**

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

**IN ATTENDANCE**

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

**Staff:** WWS: Terri Campbell (Finance/Administration); Andy Campbell (Certified System Operator); Roger Kuykendall

1. **CALL TO ORDER** - Chad called the meeting to order at 8:30 a.m.
2. **AGENDA** - Commissioner Hansen moved, Commissioner Randall seconded, approval of the agenda after addition of discussion of well nicknames and a Bradshaw Addition developer extension. *Agenda approved unanimously*
3. **APPROVAL OF MINUTES** –  
Commissioner Gladhart moved, Commissioner Hansen seconded, approval of the minutes of the May 10<sup>th</sup>, meeting. *Motion passed unanimously*
4. **PROJECT REPORTS** -
  - 4.1 **Harbor Hills North Antelope Well** –Andy (Operation Manager) said the wetland has been delineated and the site has been surveyed. We are waiting for the survey document. After discussions with Andy, the Department of Health has offered conceptual approval of another well on this site.
  - 4.2 **Freeland Honeymoon Well** – Roger (Engineer) reported Mott McDonald still has not finalized hydrogeology report.
  - 4.3 **Low Income Housing** – Terri (Administration) reported there has been no response to the letter our attorney sent regarding District connection requirements.
5. **COMMISSIONERS REPORTS** – Commissioner Hansen reported that Ecology has hired another consultant to evaluate the McQueen leaking underground storage tank. Ecology is in the process of getting access permits so they can evaluate the existing monitoring wells.
6. **AUDIENCE PARTICIPATION** - none
7. **UNFINISHD BUSINESS** –
  - 7.1 **Well-naming Conventions**  
Andy confirms that the well tags are consistent with the current WSP and distributed a summary table that identified Department of Health source IDs, approximate locations, and nicknames for each well.

## 8. NEW BUSINESS –

### 8.1 Bradshaw Developer Extension

Andy reported that all residents in the Bradshaw addition want to connect to the Harbor Hills water system because their water system has failed. Five were already connected; ten additional lots are seeking connection. Five residents at the bottom of Ralph Drive will have to complete a developer extension agreement for a main extension down Ralph Drive to their lots. Commissioner Hansen moved Commissioner Gladhart seconded approval of the developer extension subject to written commitments from the residents to reimburse the District should there be any cost to the District. *Motion passed unanimously*

Commissioner Hansen moved, Commissioner Randall seconded, approval of the installation of a meter serving 5019 Harbor Hills Drive, for a residence currently connected the service to the former golf course clubhouse. The connection would be at District expenses but would right a long-standing inappropriate situation. *Motion passed unanimously*

Andy said these additional connections bring the total number of Harbor Hills connections to 550, the limit approved by DOH. The commissioners approved the April 7<sup>th</sup>, proposal from Gray & Osborne/Robinson & Noble in the amount of \$87,100 to drill and conduct capacity tests of the proposed North Antelope well. *Motion passed unanimously*

Bill Crisswell encouraged the Board to communicate this situation to the public.

## 9. STAFF REPORTS

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

- A. Andy presented his Operation & Maintenance Activity Report and water production graphs.
- B. Andy offered the locate requests and lab results for Board review.
- C. All water quality testing met state standards.
- D. WWS will initiate disconnect procedures for Bubba Burgers due to persistent leaking.
- E.

### 9.2 Accountant's Report – Terri Campbell (WWS)

- A. **Accounts** – Terri presented financial reports by prior email. Eric moved, Lew seconded, approval of the financial report. *Motion passed unanimously*
- B. **Vouchers** – Commissioner Hansen moved, Commissioner Randall seconded, approval of the vouchers. *Motion passed unanimously*

#### Operation and Maintenance Fund #702

- 1. OM-6-1 thru 6-6 in the amount of \$20,627.42

#### Capital Facilities Fund #742

- 1. CL-6-1 thru 6-2 in the amount of \$7,711.33      **Total Expenses \$28,338.75**

10. Commissioner Gladhart adjourned the meeting at 10:03.

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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: July 19, 2023