

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – June 9th, 2021

MEETING PLACE – 1667 Roberta Avenue- Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall

Staff: WWS: Andy Campbell (Certified Operator) was **excused absence** due to attending seminar, Terri Campbell (Finance/Administration), Roger Kuykendall (Gray & Osborne)

1. CALL TO ORDER

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

2. AGENDA - *Agenda approved with additions*

3. APPROVAL OF MINUTES –

Commissioners Gladhart moved, seconded by Commissioner Hansen, to approve the minutes of the May 12th, meeting. *Motion passed*

4. COMMISSIONERS REPORTS – Commissioner Hansen corresponded with Jonathan Lange of IC planning. Lange requested that the district identify which street trees threaten our water lines. Andy being absent, Eric will follow-up with Andy.

5. PROJECT REPORTS - *Water System Action Items*-

5.1 Freeland well permitting – Commissioners acknowledged receipt of a project schedule provide by G&O.

5.2 Sunnyview Farm – Roger said Andy now has the parts list needed for the connection. Terri reported Andy has been communicating with vendors. The district will install meters for existing connections when SVF is connected to Freeland. New connections will be required to pay a connection fee.

5.3 Fish Forest Pump Station – Roger had recommended that Andy contact Pump Dynamics (Washougal) provided pump skid; it may be possible to replace VFD with newer model that won't have the same problems. Andy is talking with a VFD expert to see if a filter can resolve current electrical problems.

6. UNFINISHD BUSINESS –

6.1 Cell Tower - A completed survey of the cell tower site has been sent to Verizon. Verizon is waiting for a stamped survey.

6.2 General Facility Charge Assessment – Lew has revised the calculations to allow for a variable inflation rate. Terri will assemble a complete memorandum with appendices.

7. **NEW BUSINESS** –

7.1 **District investments** – Commissioner Hansen moved that the District move its capital improvement (#742) and Emergency Reserve (#621) investments to the Island County Investment Program. *motion passed unanimously*

8. **AUDIENCE PARTICIPATION** – none

9. **STAFF REPORTS**

9.1 **Accountant's Report** – Terri Campbell (WWS)

A. **Accounts** – Terri presented up to date financial reports she had emailed prior to the meeting for the Commissioners review. The Commissioners approved the reports as presented.

B. Vouchers with invoices were emailed to the Commissioners for review prior to the meeting. Commissioner Hansen moved, seconded by Commissioner Randall, to approve payment of the vouchers. *Motion passed unanimously*

Operation & Maintenance Fund #702

6-1 thru 6-10 in the amount of \$27,463.71

Capital Improvement Fund #742

CI-6-1 thru CI-6-2 in the amount of \$11,364.83

Total Expenses \$38,828.54

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

A. Up to date Operation & Maintenance Activity Report and graphs were provided to the commissioners.

B. All water testing passed

10. **ADJOURNMENT** – Commissioner Gladhart adjourned the meeting at 10:55 a.m.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: July 14, 2021