

**FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – March 10, 2021**

MEETING PLACE – 1667 Roberta Avenue- Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall

Staff: WWS: Andy Campbell (Certified Operator), 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 without change*

3. APPROVAL OF MINUTES –

Commissioners Hansen moved, seconded by Commissioner Randall, to approve the minutes of the February 10 meeting. *Motion passed unanimously*

4. COMMISSIONERS REPORTS – Commissioner Hansen brought up an email regarding auxiliary dwelling units (ADUs) that he had distributed in February but requested discussion to be delayed until the March 10 meeting. The email from Island County’s Meredith Penny confirmed Andy’s report of that much of the growth from ADUs is expected to occur in Freeland because it is a designated urban growth area. The Board discussed whether to require additional connection charges for ADUs. Ultimately, the Board agreed to continue the current policy because ADUs need to help pay for existing infrastructure and because the additional meters help the system operator track and repair leaks. The larger concern is that ADUs will exacerbate nitrate increases in Well 2 unless a sewer system is implemented. Eric will send the two-year-old memorandum that discusses the District’s sewer planning efforts to the current County staff, including Melanie Bacon, Meredith Penny, and Mary Engle, and request a meeting to express our concern about nitrate concentrations.

5. PROJECT REPORTS - Water System Action Items-

5.1 Freeland well permitting - Roger discussed water rights for the Honeymoon Bay Road well site with Ecology staff via skype. Ecology said the District needs to transfer water rights from an existing well and establish a new point of withdrawal. Could take 10 years to change the water right unless the District reimburses Ecology’s costs. District would hire a hydrogeologist (\$50-100k) and pay about \$10k for County review. Andy asked if we could use Harbor Hills Well 3 water right because the new well site is closer and may be within the boundary of the Well 3 point of withdrawal; Roger will check with Ecology. Roger will develop a scope of work for an exploratory well on the well site.

5.2 Freeland Water System Plan – No discussion

6. **UNFINISHD BUSINESS** –

- 6.1 **Cell Tower** - Approval of the cell tower lease is still pending a completed survey Chad will discuss schedule with TMI.
- 6.2 **General Facility Charge Assessment** – Commissioner Randall and Terry will assemble a complete memorandum with appendices.
- 6.4 **Sunnyview Farm (SVF)** – Eric asked at the February 10 meeting if the District could provide water to unserved SVF lots from its water lines near the intersection of Scenic and Osprey. After discussions with the Department of Health and Island County, Andy said we just need to install valves, a couple Tees, short sections of pipes – the existing 2” line is sufficient. Some improvements to SVF well house may be needed. Bill Persich, participating by phone, concurred with the proposal, and acknowledges the need to pay hookup fees at the time the lots are developed. Andy will coordinate with Roger to develop a bid document for a contractor to tie the systems together.
- 6.5 **Nitrates** – The Commissioners discussed a graph Andy prepared that displays Well 2 nitrate concentration increases with time.

7. **NEW BUSINESS** – None

8. **AUDIENCE PARTICIPATION** – None

9. **STAFF REPORTS**

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

A. **Accounts** –

B. **Investments** – Terry reported that Chad will participate in a zoom meeting with the County Treasurer to discuss a new investment option.

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

Operation & Maintenance Fund #702

1) 3-1 thru 3-7 in the amount of \$17,501.32

2) Withdraw DOR in the amount of \$1,101.08

Capital Improvement Fund #742

1) CI-3-1 thru CI-3-2 in the amount of \$4,857.24

Total Expenses \$23,459.64

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

9.3 Engineer's Report - Andy Campbell (Gray & Osborne)

A. See discussion of Freeland well permitting and Sunnyview Farm water system.

10. ADJOURNMENT –Commissioner Gladhart adjourned the meeting at 11:47 a.m.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: April 14, 2021