

**FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – March 11th, 2020**

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 (Engineer)

1. CALL TO ORDER

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

2. AGENDA - *Agenda approved*

3. APPROVAL OF MINUTES –

Commissioners Hansen made motion seconded by Commissioner Randall to approve the minutes of the February 12th, meeting. ***Motion approved unanimously***

4. COMMISSIONERS REPORTS – None

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

5.1 Comprehensive Water System Update (HH) – Roger Kuykendall is working on finalizing the Water System Plan (WSP) to send WA state DOH

5.2 Hydrant Replacement – Andy will send Madison Enterprises a notice to proceed with the hydrant replacement per the contract.

5.3 Rate Study – Commissioner Randall handed out a memo on a preliminary-rates he will be suggesting.

5.4 Security – All security equipment has been installed at well sties and is working well.

6. UNFINISHD BUSINESS –

6.1 Verizon Cell Tower – Commissioner Gladhart reported that the Districts attorney is still waiting to hear from Verizon’s attorney. He also working with Mark Leon to find out when the electrical permit for the installation of the generator was filed.

6.2 Trees – The property owners are cooperating and working with the district to remove the trees that were planted in the Freeland commercial core area that are in the road right of way top of 10-inch mains causing havoc to the water mains as the trees grow.

6.3 Lap Tops – Commissioners Hansen purchased the lap-tops for the commissioners to use for district business which were checked out to each commissioner.

6.4 FWSD Property – Andy reported there were issues at the property caused by the rental house where the sheriff needed to be called. This being an ongoing problem with the tenants, Commissioner Hansen moved and seconded by Commissioner Randall to send an eviction notice letting them know they have until April 30th to vacate the property.
Motion approved unanimously

6.5 Auditor Opinion – Terri contacted the State Auditor’s office a fourth time with her question of the RCW statues regarding if the funds for Freeland Water and Harbor Hills Water needed to be merged together when the two entities have not been annexed and they said they would respond when they have an answer.

7. NEW BUSINESS –

7.1 PFAS – In January of 2021 Department of Health will implement the regulations and requirements for the testing for PFAS that the District will need to follow to be in compliance.

8. AUDIENCE PARTICIPATION –

8.1 Harbor Hill and Sunnyview Farm Water Systems – Bill Persich and Gary Hess discussed the service area and upgrades that are needed to get the water system approved. Mr. Persich is an Engineer who owns property in Sunnyview Farm in the Harbor Hill neighborhood is working on a proposal to upgrade the water system. FWSD commissioners informed him that the property owners of Harbor Hill and Sunnyview Farm water systems would need to fund the improvements and upgrades to the water system. Terri Campbell will look in the files to see if there a resolution pertaining to FWSD taking over Harbor Hill and Sunnyview Farm water systems and also who owns the well. The Commissioners would like the district Engineer; Roger Kuykendall to remove Harbor Hill from the service area.

9. STAFF REPORTS

9.1 Accountant's Report – Terri Campbell (WWS)

A. Accounts – Up to date accounting reports were presented that included preliminary Income, Expense, and Balance sheets.

B. Approval of Vouchers - Vouchers were previously emailed to the Commissioners for reviewing prior to the meeting and also submitted at the meeting for approval. The Board by vote, approved payment of the vouchers dated **March 11th, 2020**. Commissioner Randall moved and seconded by Commissioner Hansen to approve and sign the vouchered expenses in the amount of: **\$29,110.62** **Motion approved unanimously**

C. Audit Assessment – Terri is working on submitting the annual assessment audit.

9.2 Operation's Report - Andy Campbell (WWS)

A. Operation & Maintenance Activity Report and graphs for month ending February 2020 were provided to the commissioners.

10. **ADJOURNMENT** – At 11:35 AM Commissioner Gladhart adjourned the meeting.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: May 13th, 2020 meeting