

FREELAND WATER and SEWER DISTRICT  
ISLAND COUNTY WASHINGTON  
Minutes of Regular Meeting – March 13<sup>th</sup>, 2019

MEETING PLACE - 5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

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

**Staff:** WWS: Andy Campbell (*Certified Operator*) & Terri Campbell (*Finance and Administration*),  
Gray & Osborne: Roger Kuykendall (Engineer)

1. **CALL TO ORDER**

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

2. **FLAG SALUTE**

3. **AGENDA** - *Agenda approved*

4. **APPROVAL OF MINUTES** - Commissioner Gladhart moved seconded by Commissioner Randall, to approve the *regular* meeting minutes of February 13th, 2019. *Motion approved*

5. **COMMISSIONERS REPORTS** –

5.1 **Commissioner Hansen:** Reported on discussions with Jennifer Kropack of the Department of Health.

6. **PROJECT REPORTS**

6.1 **Water System Action Items-**

- A. **Comprehensive Plan Update (FW)** – Roger Kuykendall (Gray & Osborne) will update the Plan in response to Department of Health’s questions. Commissioner Hansen will work with Roger, Andy and Terri to respond to Department of Health’s comments.
- B. **Comprehensive Plan Update (HH)** – Andy will contact George Bratton (Engineer) to find out the date the plan was submitted to Department of Health.
- C. **Sunny View Farm (SVF)** – Andy reported that Island County Health Department is requiring an “engineering report” and a “well maintenance agreement” for SVF in order to approve additional connections. The property owner that wants a water hookup will need to enter into a Developer Extension agreement with the District per policy.
- D. **Power Surge Protectors** – Andy will be meeting with Jerry Beck Electric to discuss surge protection at district wells on April 8<sup>th</sup>.

## 7. UNFINISHD BUSINESS –

- 7.1 **Verizon Cell Tower** – After reviewing the contract Verizon submitted to the district to renew their lease, Commissioner Gladhart has concerns about the contract that he will be discussing with the District attorney.
- 7.2 **Rental Property** – The Commissioners will discuss the vacant rental house on HWY 525 after the site visit scheduled March 18th.
- 7.3 **Nitrates** – Commissioners Hansen still has concern that Main Street Sewer District has never installed nitrate controls or treatment as required by Washington State Department of Ecology.
- 7.4 **Sewer** – Commission Hansen contacted Island County Commissioner Helen Price Johnson and informed her that the Commissioners are shelving the sewer project. A resolution will be prepared to formally cancel District involvement in the sewer project at the April meeting. Commissioner Hansen is interested in hosting a public meeting informing the public of the reasons the decision was made to shelve the sewer plan.

## 8. NEW BUSINESS –

- 8.1 **Facilities Tour** – Andy and the Commissioners rescheduled a tour/workshop of the District facilities for Monday March 18<sup>th</sup>. at 9AM.
- 8.2 **Special Meeting** – The District will host a public meeting to be held on April 17<sup>th</sup> at 10 AM at the district’s office, to discuss the Water System Plan update.
- 8.3 **Commercial Leak Relief Request #77106** – Terri reported that a commercial customer, who had a very large leak under their building filled out the District’s leak relief form. As per district policy, the customer provided evidence that the leak was repaired and was granted a one-time leak relief, half off, of their water bill in the amount of \$400.00.
- 8.4 **Hydrant Audit** – Andy reported unaccountable water loss between metered water sales and water pumped. He and his staff will be performing a hydrant audit to see if the hydrants may be the source of the unaccountable water. Andy contacted the Freeland Fire District asking for their annual report of water usage taken from the hydrants. Andy stated that he will now request a quarterly report from the Fire District to better monitor the loss between water pumped and sold.

## 9. AUDIENCE PARTICIPATION – None

## 10. STAFF REPORTS

### 10.1 Accountant's Report - (WWS)

- A. **Accounts** – Up to date accounting reports were presented, that included preliminary Income, Expense, and Balance sheets.
- B. **Approval of Vouchers** –

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated March 13<sup>th</sup>, 2019. Commissioner Gladhart moved and seconded by commissioner Randall to approve and sign the vouchers in the amount of: **\$29,46914** *Motion approved*

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

E. Operation & Maintenance Activity Report and graphs for month ending February 2019 were provided to the commissioners.

11. **ADJOURNMENT** – At 11:40 AM commissioner Hansen made motion seconded by commissioner Gladhart to adjourn the meeting.

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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: April 10<sup>th</sup>, 2019 meeting