

**FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON**

Minutes of March 17th, 2014

MEETING PLACE

5421 Woodard Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Lou Malzone (*President*); Commissioner Hansen (*Vice President*), and Marilyn Abrahamson (*Secretary*)

Professional Services: Andy Campbell (*Certified Operator*); Rodger Kuykendall, Erik Nutting (*Grey & Osborne*)

Audience: See attached list (*sign in sheet*)

1. CALL TO ORDER

Commissioner *Malzone* called the meeting to order at 5:50 P.M.

2. FLAG SALUTE

3. AGENDA – Addition or Deletions

It was moved by Commissioner *Hansen* and seconded by Commissioner *Abrahamson* to approve the meeting agenda. **Motion approved unanimously**

4. APPROVAL OF MINUTES

- Commissioner *Hansen* moved and seconded by Commissioner *Abrahamson* to approve the regular meeting minutes of February 10th, 2014. **Motion approved unanimously**

5. PROJECT REPORTS -

5.1 District Projects – Andy Campbell reported that the Small Works Roster has been updated; we are ready to go out to bid when we receive our permits from Island County. Andy handed out the tentative work schedule to the Commissioners.

5.2 Sewer Planning – Engineer Eric Nutting reported on several phasing alternatives for the proposed sewer collection system. All options could include Main Street Sewer District. Eric Nutting also updated the waste water flow projections. Boundaries for phase one were discussed as well as a future workshop with property and business owners. Gray and Osborne expect to have cost projections for the whole project by the Districts May meeting. Forming a ULID by petition of 51% of the phase 1 land area.

5.3 Well Head Protection Plan – Gray and Osborne expect to have the Well Head Protection Plan done for the April Commissioner meeting.

6. UNFINISHED BUSINESS -

6.1 Water Rates – Commissioner Hanson reviewed the history of the Districts rate structure as it relates to revenue. Increasing the high use residential step rates was discussed. Commissioner Hansen agreed to draft a change in the rate structure for high water consumption.

- 6.2 **Fletcher Property Proposal** – The proposal to board horses on the Fletcher property was discussed. The Commissioners agreed that leasing the Fletcher property for this purpose would not benefit the District.
- 6.3 **Sunny View Village (SVV)** – Representatives of the SVV project presented their concerns with the Districts rules and policies as they pertain to the proposed project. Commissioner Malzone suggested that the Housing Authority work with Andy Campbell to prepare a letter for consideration by the Commissioners at the District's April 14th meeting

7. **NEW BUSINESS** –

- 7.1 **Process for Commissioner Meetings** – Commissioner Hansen requested that information relevant to new District business be presented to all Commissioners at the Commissioners meetings.
- 7.2 **Island County Planning** – John Brunke reported on the Island County planning meetings he attended; 1) Transportation - no work has been done on transportation planning for Freeland. 2) Population growth - the twenty year population growth for the entire Freeland (98249) area is 1200 people. Commissioner Malzone suggested the NMUGA size may need to be reduced by Island County to align with the projected growth.
- 7.3 **Lease Termination, Nextel** – Andy Campbell presented a lease termination agreement from Nextel. Due to changing technology they no longer require use of the cell tower at well #1. The agreement was discussed and Andy was authorized to proceed with the agreement to terminate.

8. **AUDIENCE PARTICIPATION** –

- 8.1 **Sewers** - Al Peyser (commercial property owner) stated concerns about creeping expansion of the phase one sewer plan possibly making the entire project unaffordable. Commissioner Malzone discussed the District's plan to hold public meetings, inviting all business and property owners in and near the phase one area.
- 8.2 **Water Availability** - Steve Smith requested a variance and consideration from the Commissioners for his proposed new residence in Freeland. Due to his FHA loan requirements, he cannot pay the Capital Facilities Charges until his permit gets approved by the County so the Capital Facilities Charges would need to be incorporated in his loan. The Commissioner discussed Steve's project and District policy. Commissioner Malzone moved seconded by Commissioner Abrahamson to authorize Andy Campbell to process the request once Steve Smith provides documentation to the District sufficient to verify this situation. **Motion approved unanimously.** Commissioner Hansen stated that a variance from our normal process requires a Board action, all Commissioners agreed.

9. **REPORTS -**

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

A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets of funds ending **February 2014**.

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

B. See attached Operation and Maintenance Report for February

10. **APPROVAL OF VOUCHERS**

After reviewing the vouchers presented for payment, Commissioner *Hansen* moved and seconded by Commissioner *Abrahamson* to approve and sign the vouchers:

On February 10th, 2014, the Board by vote, approved payment of the vouchers as listed in the attachment for:

O&M Fund #702 amount: \$34,358.29; C&I Fund #623 amount \$3,658.16;
Sewer Fund #742 amount \$38,296.99

Total of All Vouchers - **\$76,313.44** ***Motion approved unanimously***

11. **EXECUTIVE SESSION** – N/A

12. **MEETING CLOSED** – Commissioner Abrahamson made motion seconded by Commissioner Hansen to recess this meeting at 7:26 PM . ***Motion approved unanimously***

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

Marilynn Abrahamson
Commissioner; FWSD

Minutes Prepare by: Andy Campbell

Approved: _____