

**FREELAND WATER and SEWER DISTRICT**  
**ISLAND COUNTY WASHINGTON**  
**Minutes of Regular Meeting – May 15th, 2024**

**MEETING PLACE** – 5585 Lotto - Freeland, Washington

**IN ATTENDANCE**

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

**Staff:** WWS: Terri Campbell (Finance/Administration); Andy Campbell (Certified System Operator), Roger Kuykendall, Gray & Osborne

1. **CALL TO ORDER** – Commissioner Gladhart called the meeting to order at 8:33 a.m.
2. **AGENDA** - Commissioner Gladhart moved, Commissioner Randall seconded, approval of the agenda. **Motion approved unanimously.**
3. **APPROVAL OF MINUTES** –  
Commissioner Hansen moved, Commissioner Randall seconded, approval of the minutes of the April 17th regular meeting and the April 26th special meeting. **Motion passed unanimously**
4. **PROJECT REPORTS** -
  - 4.1 **Harbor Hills Antelope North Well Drilling** –Roger (G&O) reported the contract with Bison Drilling should be signed by the end of the week. The contract requires Bison to begin drilling by August 5th but we expect drilling to begin sooner. **Motion passed unanimously**
  - 4.3 **Land Acquisition** – Terri (WWS) will take paperwork to Island County to ensure the proposed Antelope North site is tax exempt.
5. **COMMISSIONERS REPORTS** – none
6. **AUDIENCE PARTICIPATION** – none
7. **UNFINISHD BUSINESS** –
  - 7.1 **LIHI meters** – No activity. Unrelated to LIHI, the Board discussed the issues associated with rental units converting to condominiums, and the challenge of retrofitting individual meters.
  - 7.2 **Service Connection Charge** – Commissioner Hansen incorporated Roger’s comments into a final proposal for a 2024 Service Connection Charge that was emailed to the Board on May 10th. Commissioner Hansen moved, Commissioner Gladhart seconded, approval of the Service Connection Charge analysis distributed by email May 10th. The new Service Connection Charges for Freeland and Harbor Hills are \$12,984 and \$10,323, respectively, effective May 15th, 2024. **Motion passed unanimously**

**8. NEW BUSINESS -**

- 8.1** Leak Relief – Terri reported that the Leak Relief for two account requests have met all district policies to receive the leak relief. Commissioner Hansen moved, Commissioner Gladhart seconded approval of leak reliefs of Account #76041 for \$1,000 and Account 71096 for \$916.09. **Motion passed unanimously**

**9. STAFF REPORTS**

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

- A.** Andy provided his Operation & Maintenance Activity Report and water production graphs.  
**B.** Andy offered the locate requests and lab results for Board review.  
**C.** All water quality testing met state standards.

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

- A. Accounts** – Terri presented financial reports by prior email. Eric moved, Chad seconded, approval of the May financial report. **Motion passed unanimously**  
**B. Vouchers** – Chad moved, Eric seconded, approval of the vouchers totaling \$44,486.35 **Motion passed unanimously**

**Operation and Maintenance Fund #702**

OM-5-1 thru 5-7 in the amount of \$27,444.90

**Capital Facilities Fund #742**

CI-5-1 thru 5-3 in the amount of \$17,041.45.

- 10.** Commissioner Gladhart adjourned the meeting at 9:17 AM.

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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: June 19, 2024