

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – May 8th, 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 April 10, and April 17th, 2019. *Motion approved unanimously*

5. COMMISSIONERS REPORTS –

5.1 **Commissioner Hansen: Nitrates** – Commissioners Hansen reported he will continue contacting Island County Health Department and lean on them in taking action on their permit per the “notice of correction” and the lack of nitrate controls at Main Street Sewer District.

5.2 **Verizon:** Commissioner Gladhart is working with Verizon and the District attorney to figure out who owns and will be maintain the cell tower.

6. PUBLIC MEETING – Suspending Sewer Project

Two people were present for the public meeting to discuss Suspending the Sewer project. They were both in favor of the project being suspended.

Commissioner Hansen moved seconded by Commissioner Gladhart to sign resolution number 2019-05-001 in favor of suspending the Sewer project which will end District efforts to implement a sewer system. *Motion approved unanimously*

7. PROJECT REPORTS

7.1 Water System Action Items-

- A. **Comprehensive Water System Update (FW)** – No report.
- B. **Comprehensive Plan Update (HH)** – No Report.
- C. **Proposal to Permit New Well** – No Report.

- D. **Fish Forest** – Commissioner Gladhart moved seconded by Commissioner Randall authorizing Jerry Beck Electrical to investigate how to install the power supply the Fish Forest pump station in the amount of \$978.30. *Motion approved unanimously.*
- E. **Hydrant Replacement** – No Report.
- F. **Bercot Intertie** – Commissioner Hansen moved seconded by Commissioner Gladhart to approve the “Scope of Work”, exhibit “A” for the Bercot Intertie. *Motion approved unanimously*
- G. **Small Works Roster** – Andy reported that he will place in ad in the newspapers advertising for the Small Works Roster.
- H. **Cleanup at Well Sites** – Andy reported the list of items are almost complete including the mowing the Hwy 525 property.
- I. **Power Surge Protectors** – Commissioner Hansen moved seconded by Commissioner Gladhart to install power surge protectors at wells 1, 2, 3, Harbor Hills well, and Fish Forest in the amount of \$3,987.10 each in the total amount of \$19,935.50. *Motion approved unanimously*

8. **UNFINISHED BUSINESS** –

- 8.1 **Verizon Cell Tower** – Commissioner Gladhart is working with the District attorney and Verizon.
- 8.2 **Rental Property** – The Commissioners directed Andy to contact the fire district to inquire interest of them doing a practice burn on one of the rental homes and what it would take to proceed.
- 8.3 **Security System** – Andy has contacted several security systems to find out information on technology and get cost estimates. He is waiting to hear back from them.

9. **NEW BUSINESS** –

- 9.1 **Rate Structure** – The Commissioners agreed to work on a rate structure with district staff, district engineer and Commissioners. Commissioner Randall and Terri Campbell (finance) will meet to work together to get the rate structure started and contact Roger Kuykendall (engineer) to see what he will need.

10. **AUDIENCE PARTICIPATION** – None

11. **STAFF REPORTS**

11.1 **Accountant's Report - (WWS)**

- A. **Accounts** – Up to date accounting reports were presented, that included preliminary Income, Expense, and Balance sheets.
- B. **Audit** – Terri will be preparing the Assessment Audit for 2018 and have it turned into the State Auditor before the May 30th, due date.

C. Approval of Vouchers

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated May 8th, 2019. Commissioner Gladhart moved and seconded by commissioner Hansen to approve and sign the vouchers in the amount of: **\$23,892.62** *Motion approved unanimously*

11.2 Operation's Report - Andy Campbell (WWS)

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

12. ADJOURNMENT – At 11:13 AM Commissioner Hansen adjourned the meeting.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: June 12th, 2019 meeting