

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

**Minutes of November 10th, 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*); Terri Campbell (*Finance Manager*); Roger Kuykendall, Eric Nutting (*Engineers Gray & 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 October 13<sup>th</sup>, 2014  
**Motion approved unanimously**

**5. PROJECT REPORTS -**

**5.1 Bercot Intertie** – *Andy Campbell* reported that *Island Asphalt and Construction* has completed the intertie. PRV and fire flow are all working.

**5.2 Joanne Drive** - *Andy Campbell* reported that the contractor started laying the pipes in the ground. Notices were delivered for the water shut-down to the businesses and residents who will have their water disrupted.

**5.3 Harbor Hills Water Treatment Plant** – *Andy Campbell* reported that the filter medium has all been replaced and the oxidation replacement is complete.

**5.4 Sunny View Village (SVV)** – *Andy Campbell* reported that SVV contractors are building and the contractor should complete the pipe pressure testing before the end of the month.

**5.5 Sewer Planning** – Commissioner *Malzone* attended a presentation on buildable lands by the Planning Department staff to the Island County Commissioners on October 28th and will continue to attend their meetings. Growth area criteria and changing of size for urban growth area were discussed, along with the “Freeland Benefit Analysis” Should the Commissioners decide to use the “Special Benefits” report it will need to be reviewed by the Districts Attorney.

**5.6 Sewer Funding** - Commissioner *Hansen* suggested the District contract with a business or someone who specializes in funding. The Commissioners agreed this is needed but want to finalize a plan before asking for funding.

**6. UNFINISHED BUSINESS -**

**6.1 Whidbey Marine** – Commissioner Hansen contacted *Doug Kelly* and was told there is no new information on the Whidbey Marine and Auto fuel release at this time. *Doug Kelly* will notify the District if any data or information should come in.

**7. NEW BUSINESS –**

**7.1 Evanstar Lane Water Hook-up** – *Andy* reported that a potential customer, *Mrs. Tackitt*, does not want to pay the temporary connection charge associated with her proposed water connection. *Andy* explained that they do not have a water main adjacent to their property and that they would need to pay the temporary connection charge based on the front footage of their lot on Evenstar Lane to hook-up to the District water, as required by District policy.

**8. AUDIENCE PARTICIPATION –**

**8.1 Sewer** - *Al Peyser* asked questions about sewer project costs and updates along with stating the Benefit Analysis report is flawed and should go through an attorney.

**8.2 Filter Treatment** – *Carol Hanna* thanked Whidbey Water Services for their work on the treatment plant and said it was greatly appreciated.

**9. REPORTS -**

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

**A. Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets ending **October 30th, 2014**.

**B. Standby Fees** – The total amounts vouchered for payment reimbursements are \$66,596.33. The remaining balance not claimed is \$29,796.90.

**C. Customer Leak** – Account #71501 had a water leak in their sprinkler system. The customer submitted a copy of the invoice from their plumber showing the leak was repaired. Commissioner *Hansen* moved and it was seconded by Commissioner *Abrahamson* to allow ½ off their water consumption on their bill. *Motion approved unanimously*

**D. Customer NSF** – *Terri* reported the circumstances of a customer who paid to have their water turned back on and the check bounced. During the process of

collecting for the NSF check the customer sold the home and the previous owner cannot be located therefore she is requesting the NSF check be written off. Commissioner *Hansen* moved and it was seconded by Commissioner *Abrahamson* to write off the amount of \$277.00. *Motion approved unanimously*

**E. APPROVAL OF VOUCHERS**

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated **November 10th, 2014**. Commissioner *Hansen* moved and seconded by Commissioner *Malzone* to approve and sign the following vouchers and amounts:

O&M Fund #702 amount: \$10,598.79    C&I Fund #742 amount: \$16,522.95  
Sewer Fund #623 amount: \$7,348.34    Standby Fees #702 amount: \$1,206.00

**Total of All Vouchers - \$35,676.08**      *Motion approved unanimously*

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

A. See attached Operation and Maintenance Report for October 2014

**10. EXECUTIVE SESSION –**

Commissioner *Malzone* called for executive session at 6:40 PM to discuss land acquisition. At 7:12 PM the Board reconvened the regular meeting. No action taken.

**11. MEETING CLOSED** – Commissioner *Hansen* made motion seconded by Commissioner *Malzone* to close this meeting at 7:12 PM. *Motion approved unanimously*

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Eric Hansen  
Commissioner; FWSD

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Lou Malzone  
Commissioner; FWSD

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Marilynn Abrahamson  
Commissioner; FWSD

*Minute Prepared by: Terri and Andy Campbell (WWSLLC)*