

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of November 14th, 2016
MEETING PLACE - 5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Lou Malzone (*President*); John Brunke, Eric Hansen

Staff: Andy Campbell (*Certified Operator*); Terri Campbell (*Finance and Administration*)

Professional Services and Audience: See attached list (*sign in sheet*)

1. CALL TO ORDER

Commissioner *Malzone* called the meeting to order at 5:30 P.M.

2. FLAG SALUTE

3. AGENDA – Addition or Deletions

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

4. APPROVAL OF MINUTES - Commissioner *Hansen* moved seconded by Commissioner *Brunke* to approve the regular meeting minutes of October 10th and October 27th Special meeting. **Motion approved**

5. COMMISSIONERS REPORTS – None

6. PROJECT REPORTS

6.1 Sewer Planning

Engineering Report - *Eric Nutting (Gray & Osborne)* provided a summary of the construction cost estimate based on the 90% contract documents, showing that the current construction cost estimate is \$1.1 million dollars over the estimate in the approved Facility Plan Amendment. *Eric Nutting* presented proposed design revisions for the WWTf, which amount to cost reduction of \$800,000.00. He also presented additional design revisions options for the Effluent Infiltration System that would further reduce the total construction cost estimate to the same range as presented in the Facility Plan Amendment. The results of the proposed vadose well infiltration study will provide guidance for approval of the infiltration system design revisions. The Commissioners wanted to have further discussion about the details of the recommendations prior to approving the design revisions.

Commissioner Hansen asked *Gray & Osborne* to prepare and complete timeline charts showing details of the progress of and milestones for the sewer project and any water projects that are underway.

Pacific Groundwater Group (PGG) summarized a proposed field study to evaluate the effectiveness of the vadose infiltration wells. Commissioner *Hansen* said the Board had (5) five concerns associated with the vadose wells:

1. That the perforated areas at the bottom of the well will eventually foul due to organic compounds in the wastewater.

2. That the soils outside of, but near, the vadose wells will consolidate over time, reducing permeability.
3. That the water will mound beneath the vadose well, requiring a reduction in the rate at which treated water can be directed to the vadose well.
4. That (given the soils) the site was not sufficiently large to accommodate the District's needs.
5. That the vadose wells could be considered direct injection if the layer above the deep aquifer was permeable.

PGG staff acknowledged their study would not address the first concern but would provide data allowing the District to assess the third and (to a lesser extent) the fourth concerns. *Pony (PGG)* indicated he did not expect significant consolidation of the soils outside the vadose wells, and that there was sufficient distance from the vadose wells to the deep aquifer to prevent characterization as direct injection.

Commissioner *Malzone* expressed concern over the cost to construct additional wells in the event issues 1,2, and 3 required us to retire the wells.

A representative from Department of Ecology said they may require additional monitoring wells on the project site that would monitor for a number of contaminants.

The hydrogeological study budget includes the additional cost for /Engineering and report preparation, the cost to install two injection wells and two monitoring wells, and the cost for a hydrogeologist from *PGG* to be on-site for three days to train workers for Whidbey Water Services for Well monitoring. The budget does not include costs for monitoring of the wells three times per day for a period of about 5 minutes each time per well, which would include flow adjustments and taking observation well level measurements.

Rate Study for the Sewer Project is being implemented. The Commissioners agreed to schedule a special meeting to talk with *Gordon Wilson* from the *FCS Group* about policies on availability of sewer hook-ups over time and geographic area. The commissioners may also discuss financial issues of the proposal for additional hydrogeological testing.

ATEC Report – Commissioner *Brunke* moved seconded by Commission *Malzone* to move ahead with the *ATEC* pilot testing for treatment to remove iron and manganese from the Freeland Well. **Motion approved**

6.2 Harbor Hill Water System Consolidation – A public meeting with property owners of Harbor Hill will be scheduled on December 12th (FWSD Commissioner monthly meeting) to discuss the consolidation report.

6.3 Water Treatment Project – Commissioner Hansen requested Andy Campbell (WWS) a task list with *Gray and Osborne* for water related projects.

7. UNFINISHED BUSINESS –

7.1 Indemnification – Commissioner *Hansen* moved seconded by Commissioner *Malzone* to adopt the Indemnification Resolution #11-16-010. **Motion approved**

8. **NEW BUSINESS** –

8.1 **Meeting Calendar** – The Commissioners will work on 2017 meeting dates for approval at the December 12th meeting.

9. **AUDIENCE PARTICIPATION** – None

10. **REPORTS** -

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

A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets for the month ending October 2016.

B. **Approval of Vouchers**

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated **November 14th, 2016**. Commissioner *Hansen* moved and seconded by Commissioner *Brunke* to approve and sign the following vouchers and amounts: **Motion approved**

O&M Fund #702 amount: **\$12,636.14**

C&I Fund #742 amount: **\$29,426.44**

Department of Revenue #702 amount withdrawn: **\$2,535.04**

Total Vouchers approved: **\$44,598.62**

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

A. See attached Operation and Maintenance Report for month ending October 2016

11. **EXECUTIVE SESSION** – None

12. **ADJOURNMENT** – There being no further business of the District the meeting was adjourned at 8:06 PM

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

John Brunke
Commissioner; FWSD

December 12th, 2016

Approval Date

**FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of November 30th, 2016**

SPECIAL MEETING

MEETING PLACE - 5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Present: Lou Malzone (*President*); John Brunke and by telecom; Eric Hansen

Staff: Andy Campbell (*Certified Operator*); Terri Campbell (*Finance and Administration*)

Professional Services and Audience: Gordon Wilson (FCC Group) by telecom

1. CALL TO ORDER

Commissioner *Malzone* called the meeting to order at 1:30 P.M.

2. RATE STUDY

The *FWSD Commissioners* discussed with *Gordon Wilson* from the *FCS Group* key policy assumptions he should use in the rate study for the Sewer Project.

The Board directed Gordon to assume only properties in Phase 1A that would be eligible to hook-up to the sewer system.

Phase 1A property owners with development plans could purchase more capacity than they currently require but the additional capacity would be valid for only one year. Extensions of this capacity “right” might be available upon a showing of good faith effort to develop their property.

The Commissioners agreed to delay authorization of additional PGG hydrogeological testing of the infiltration site until preliminary results of the rate study are presented at the December 12th meeting.

3. ADJOURNMENT – There being no further business of the District the meeting was adjourned at 2:41 PM

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

John Brunke
Commissioner; FWSD

December 12th, 2016

Approval Date