

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – October 13, 2021

MEETING PLACE – 1667 Roberta Avenue- Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall

Staff: WWS: Terri Campbell (Finance/Administration), Roger Kuykendall (Gray & Osborne)

1. CALL TO ORDER

Commissioner Gladhart called the meeting to order at 10:00 A.M.

2. AGENDA - *Agenda approved unanimously*

3. APPROVAL OF MINUTES –

Commissioner Hansen moved, seconded by Commissioner Randall, to approve the minutes of the September 11th, meeting. *Motion passed unanimously*

4. COMMISSIONERS REPORTS – none

5. PROJECT REPORTS -

5.1 Harbor Hills North Well Connection – Roger asked whether the District wants to construct a new building or work with the existing structure. The Board directed Roger to design a new building, and to include water treatment equipment in the design rather than piping water to Well 3 for treatment. Roger will prepare a scope of work to rehabilitate the North Well for the next meeting.

5.2 Sunnyview Farm Connection – Roger responded to the March 29 email from Island County requesting additional documentation, and the County has no additional questions. Nine lots are approved for SVF with the proposed intertie. Andy confirmed that Bob James of DOH concurred that the project may proceed. Construction is delayed by unavailability of plumbing supplies.

5.3 Freeland well permitting – Roger had emailed preliminary costs, plans, and specifications for a well at the Honeymoon Bay Road site. Although drillers like a cleared area for their work, the Board asked Andy to clear only the well site with a tractor and avoid cutting any trees.

5.4 Harbor Hills Well3 Rehabilitation –Andy said both Well 3 and South Well are producing only 80 gallons per minute (total 160 gpm). Contractors will be here in about a week to diagnose low productivity in Well 3.

6. UNFINISHD BUSINESS –

6.1 Cell Tower – Still waiting for signed contract from Verizon.

6.2 General Facility Charge Assessment – Commissioner Hansen emailed a consolidated spreadsheet to commissioners prior to the meeting. The commissioners agreed to discuss the spreadsheet in a workshop Monday October 18 at 9:00.

7. **NEW BUSINESS** –

7.1 None

8. **AUDIENCE PARTICIPATION**

8.1 Property owner Katherine Harja reported that she is trying to get a building permit for a house in Holmes Harbor but can't do so until she gets a WAV. Commissioner Hansen explained that the District is denying WAVs until we determine if low well productivity is due to physical problems with Well 3 or if the aquifer is being drawn down. The Board directed Andy to approve WAVs if next week's testing at Well 3 indicates low productivity is a pumping problem that can be resolved.

8.2 Sunnyview Farm property owner Pam Daener asked when we might get the needed plumbing parts to connect SVF to the District lines. Andy estimated that it could be six months.

9. **STAFF REPORTS**

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

A. **Accounts** – Terri presented up to date financial reports that were emailed prior to the meeting for the Commissioners review. The Commissioners approved the reports as presented.

B. Terri reported the website is down temporarily; she is working the issue with Ken.

C. Vouchers with invoices were emailed to the Commissioners for review prior to the meeting. Commissioner Hansen moved, seconded by Commissioner Gladhart, to approve payment of the vouchers. **Motion passed**

Operation and Maintenance Fund #702

1. OM-10-1 thru 10-7 in the amount of \$24,798.92

2. OM-Withdraw Department of Revenue \$1,376.67

Capital Improvement Fund #742

1. CI-10-1 thru 10-2 in the amount of \$12,419.66 **Total Expenses \$38,595.25**

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

A. Andy provided Operation & Maintenance Activity Report and graphs.

B. All water testing passed

C. Roger will contact the County to confirm that Bradshaw Addition is within the District service area. Andy will not connect any parcels in the Bradshaw Addition until this is resolved.

10. **ADJOURNMENT** – Commissioner Gladhart adjourned the meeting at 11:07 a.m.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: November 10, 2021