

**FREELAND WATER and SEWER DISTRICT**  
**ISLAND COUNTY WASHINGTON**  
**Minutes of October 12th, 2015**

**MEETING PLACE**

5585 Lotto Avenue - Freeland, Washington

**IN ATTENDANCE**

**Commissioners:** Lou Malzone (*President*); Eric Hansen - (*Vice President*); John Brunke (*Secretary*)  
**Staff:** Andy Campbell (*Certified Operator*); Terri Campbell (*Finance Manager and Administrator*)  
**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 *Hansen* and seconded by Commissioner *Brunke* 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 **September 14<sup>th</sup>, and September 25<sup>th</sup>, 2015.** **Motion approved**

**5. PROJECT REPORTS -**

**5.1 Sewer Planning** – *Roger Kuykendall (Gray & Osborne)* reported they are ready to complete the Sewer Comprehensive Plan with the remaining budgeted funds. The Engineering of the Plan should be completed within 1 to 3 months and then will need to be reviewed by all agencies. The Commissioners agreed for G&O to complete the plan.

*Erik Nutting (G&O)* is looking into the new additional costs added to the required sewer filtration and its complexities and looking at ways to lower the cost. The Engineers from G&O should have the new estimated costs within 2 weeks.

Commissioner *Malzone* asked *Roger Kuykendall* if there was enough information to hold a public forum with the commercial core owners to inform them of the progress and talk to them about funding the Phase 1 Sewer Project. *Roger* confirmed there was enough information to start the series of public discussions. *Terri Campbell* will contact and invite the county and state agencies to a meeting prior to the regular meeting of November 9<sup>th</sup>. *Terri* will also have the public forum posted on the web site.

The benefit analysis was brought into discussion and the Commissioners may want the District's attorney to confirm the study can be relied on at this time.

**5.2 Fire Valve Engineering** – *Andy Campbell* reported that he received an email from (*David Consulting*) and he is working towards the solution.

6. **UNFINISHED BUSINESS** – None

7. **NEW BUSINESS** –

7.1 **CELL TOWER** – *Andy Campbell* presented a letter from American Tower Corporation asking to manage and preserve the rental lease from the Cell Tower providers. The Commissioners directed Andy to send a letter to American Tower letting them know the Commissioners have **no** desire to enter into an agreement.

8. **AUDIENCE PARTICIPATION** –

8.1 **Public Input** – Al Peyser spoke about public input and involvement, costs and the prior benefit analysis of the sewer project.

9. **REPORTS -**

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

A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets for the period ending **January thru September 2015**.

B. **Funds** – Terri informed the Commissioners that Commissioner Brunke verified all fund amounts between FWSD reports and Island County reports.

C. **Approval of Vouchers**

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated **October 12th, 2015**. Commissioner *Malzone* moved and seconded by Commissioner *Brunke* to approve and sign the following vouchers and amounts:

O&M Fund #702\_amount: **\$14,906.86**

**Motion approved unanimously**

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

A. See attached Operation and Maintenance Report for September 2015

10. **EXECUTIVE SESSION** – Commissioner Malzone called for Executive session at 6:35 PM to discuss Property Acquisition. The executive session ended at 6:50 PM. Commissioner Malzone called the meeting back to order at 6:51 PM.

11. **MEETING RECONVENED** – No further action taken.

12. **MEETING ADJOURNED** - Commissioner Malzone moved seconded by Commissioner Brunke to adjourn the meeting at 6:52 PM.

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Eric Hansen  
Commissioner; FWSD

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Lou Malzone  
Commissioner; FWSD

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John Brunke  
Commissioner; FWSD

**November 9<sup>th</sup>, 2015**

Approval Date

*Minute Prepared by: Terri Campbell (WWS)*