

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting - October 6th, 2017

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 Manager, Administration*)

Professional Services and Audience: *see attached audience list*

1. CALL TO ORDER

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

2. FLAG SALUTE

3. AGENDA (Addition or Deletions) - None

4. APPROVAL OF MINUTES - Commissioner *Brunke* moved seconded by Commissioner *Hansen* to approve the *regular* meeting minutes of September 13th and *workshop* of September 13th, 2017. Motion approved

5. COMMISSIONERS REPORTS – None

6. PROJECT REPORTS

6.1 Sewer Items- No Update

6.3 Water System Action Items-

A. **Comprehensive Plan Update** – *Gray and Osborne* (Engineers) and *George Bratton* (Engineer) are working with WWS to gather information needed to update the plan. Commissioner *Hansen* requested that *Gray and Osborne's* Engineer *Roger Kuykendall* to be included in all correspondence.

B. **Water Treatment Project**

Received the Department of Health approval for the projects. Commissioner *Malzone* moved seconded by Commissioner *Hansen* to approve and sign the contract with *ATEC* for \$85,000.00 (eighty-five thousand dollars) for parts and equipment to build the treatment system. Motion approved

7. UNFINISHED BUSINESS – None

8. NEW BUSINESS –

8.1 Trillium Property – *Andy* received a letter from Department of Ecology confirming the Trillium site remains listed as an active spill (fuel) site. No action is required.

8.2 **FWSD HWY 525 Property**- *Ward Jensen* from *Jensen's Flooring Company* signed the rental agreement for \$800 per month with FWSD for storage at FWSD's building on HWY 525. *Terri* will work with *Ward* to ensure FWSD is named insured. The Commissioners tentatively agreed the *South Whidbey Yacht Club* could store boats in the east side of the building for an annual fee of \$500 through June 3th, 2018; use of the space after this time will be reviewed next summer. *Andy* will work with *Jensen* and the *Yacht Club* on plans for enclosing the bays. *Andy* will place the advertising in the paper for the commercial rental as required per the RCW. *Terri* will inquire about security for the building and get options and cost estimates.

9. **AUDIENCE PARTICIPATION** – None

10. **REPORTS -**

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

A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets for the month ending September 2017.

B. **Approval of Vouchers** –

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated **October 6th, 2017**. Commissioner *Hansen* moved and seconded by Commissioner *Brunke* to approve and sign the following vouchers and amounts: **Motion approved**

Operation & Maintenance Fund #702 (FW \$10,611.36, HH \$9,352.35, SVF \$79.55)

Construction Improvement Fund #742 (FW \$10,823.51, HH 1,773.32)

Total All Vouchers: \$32,640.09

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

A. See attached Operation & Maintenance Report for month ending September 2017

11. **EXECUTIVE SESSION** – None

12. **ADJOURNMENT** – There being no further business of the District, the meeting of October 6th, 2017 was adjourned at 11.10 AM.

Eric Hansen
Commissioner; FWSD

Lou Malzone
Commissioner; FWSD

John Brunke
Commissioner; FWSD

November 8th, 2017

Approval Date