

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – September 11th, 2019

MEETING PLACE - 5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall (absent)

Staff: WWS: Andy Campbell (Certified Operator), Terri Campbell (Finance/Adm),
Gray & Osborne: Roger Kuykendall (Engineer)

1. CALL TO ORDER

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

2. FLAG SALUTE

3. AGENDA - Agenda approved

4. APPROVAL OF MINUTES – Commissioner Gladhart moved seconded by Commissioner Hansen, to approve the regular meeting minutes of August 14th, 2019. Motion approved unanimously

5. COMMISSIONERS REPORTS –

5.1 **Nitrate Discharges** – Commissioner Hansen reported that WA State Department of Health (DOH) sent letters to Main Street Sewer and Sunnyview Village for a solution to the nitrate discharges from their sewage treatment systems. Main Street has been cooperating with DOH to come up with a solution. Sunnyview Village has not responded to the non-compliance letter to the heightened increase of the nitrates. If DOH does not get a response, Sunnyview Village will be fined each day. Commissioner Hansen will follow-up with DOH every two month.

6. PROJECT REPORTS

6.1 Water System Action Items-

- A. **Comprehensive Water System Update (FW)** – Roger Kuykendall reported he was waiting for a response from George Bratton (Engineer; HH) regarding completion of the report for the intertie. Commissioner Hansen asked Roger to respond to DOH stating the attorney’s opinion that Freeland Water District owns the Harbor Hills water system therefore, no intertie agreement is needed.
- B. **Comprehensive Plan Update (HH)** – The Commissioners and staff went over questions from DOH pertaining to the Plan update which Commissioners, Staff and the Engineer (Roger Kuykendall) will write a formal response to at an October 7th workshop. Terri will work with Roger to give him additional information needed for the financials. Roger will also talk to Engineer George Bratton to see which Engineer will stamp their name on the plan.

- C. **Fish Forest** – Andy reported that Jerry Beck Electrical was going to examine the controller for the pump but was unable to get inside the black box because the manufacture would not provide the diagram on the semantics. It may be less expensive now that the controller is obsolete, to buy a new controller for the pump. Andy will take photos of the labels and wire semantics and work with Engineer Roger Kuykendall to look into the cost of new controls and installation.
- D. **Hydrant Replacement** – Andy got 3 bids to have the hydrants replaced but the timeline for replacement is unclear due to no one being available to do the work at this time. Andy will get unit prices for hydrant size.
- E. **Rate Study** – Commissioner Randall and Terri Campbell are working on collecting information.

7. **UNFINISHED BUSINESS** –

- 7.1 **Verizon Cell Tower** – Commissioner Gladhart reported the district’s attorney negotiated the new lease agreement with Verizon’s attorney. Verizon stated that American Tower will need to be involved but will need to work with FWSD on any sub-lease or access to the property. The cell tower rental increase is being considered for the current year.
- 7.2 **Rental Property** – Andy report that Affordable Environmental will remove asbestos on Thursday September 12th. Andy will look into scheduling the home burn with the fire department. *Motion approved unanimously*

8. **NEW BUSINESS** –

- 8.1 **Meeting NO Change** – Commissioner Hansen will not be attending the October meeting. The regular meeting will remain as scheduled.
- 8.2 **Workshop** – The Commissioners agreed to hold a workshop on October 7th, at 10:30 AM to go over a draft response to DOH questions before submittal.
- 8.3 **Letter Gate at Well Site** – A letter was sent to Richard Tussey, EFSJ in response to him asking the district to share the cost of \$7,000 for a new entry gate. The letter expressed it would be inappropriate to use district funds for such an intricate gate.
- 8.4 **Franchise with Island County** – The franchise for Harbor Hills needs to be renewed. Terri will email a copy of the old franchise to the Commissioners for review before renewing.

9. **AUDIENCE PARTICIPATION** – None

10. STAFF REPORTS

10.1 Accountant's Report - (WWS)

A. Accounts – Up to date accounting reports were presented that included preliminary Income, Expense, and Balance sheets.

B. Approval of Vouchers

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers dated September 11th, 2019. Commissioner Gladhart moved and seconded by commissioner Randall to approve and sign the vouchers and expenses in the amount of: **\$48,352.95** *Motion approved unanimously*

10.2 Operation's Report - Andy Campbell (WWS)

A. Operation & Maintenance Activity Report and graphs for month ending August 2019 were provided to the commissioners.

B. Andy discussed water leaks that were repaired. One leak was substantial due to the water running into a ravine which made it difficult to spot the leak. The Commissioners will discuss in an upcoming meeting to hire a leak company to do a thorough leak investigation if the usage numbers do decrease by the end of year.

11. ADJOURNMENT – At 12:27 AM Commissioner Hansen adjourned the meeting.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: October 9th, 2019 meeting